

MARY R. CORKREY  
DEPT. EDUCATION  
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91

See Page 7

### NEW YORK STATE PREPARES—

# 102 IDEAS FOR WOMEN TO EARN SPARE-TIME CASH

## Post Office Clerk-Carrier Exam for NYC Being Pushed

By CHARLES SULLIVAN

WASHINGTON, Aug. 2.—Top officials of the U. S. Civil Service Commission have discussed the probability of holding a Clerk-Carrier examination soon for the Post Office within NYC. They have made tentative arrangements whereby the rating of papers could be expedited, to enable filling permanent vacancies and particularly temporary appointments for the two-weeks Christmas-New Year's holiday.

The prospects of holding an examination were discussed by officials with James E. Rossell, director of the Commission's Second Regional Office (N. Y. State and J. C.). He told them that if the examination is to be held, it should be held this year. Then followed a confidential discussion of the probability of holding it. While no official word on this could be obtained, it was learned that the officials all felt that the early holding of the examination was inevitable.

### How It Will Be Held

The examination is likely to be announced by September, said staff members of the U. S. Civil Service Commission's Second Regional Office. They have nearly completed a survey ordered so that an accurate determination of need for holding the test could be obtained. Also, the period for the receipt of applications would be eight days, according to present intentions, beginning on a Monday and ending on the next Monday, inclusive.

The eight-day period is believed long enough to permit any to apply who so desire, and also short (Continued on Page 16)

## Slate of Top Officers Named for Assn. Election

ALBANY, Aug. 2.—The Nominating Committee of the Civil Service Employees Association this week filed recommendations with the Secretary of the Association, Janet Macfarlane. In accordance with the provisions of the Association's Constitution, the Committees give careful and full consideration to all facts within their knowledge and to communications and petitions presented to

them by individual members and groups of members. The officers and members of the Executive Committee of the State Division nominated by the report are as follows:

### Officers

President: Frank L. Tolman  
1st Vice-president: Jesse B. McFarland  
2nd Vice-president: John F. Powers

3rd Vice-president: Fred J. Walters  
4th Vice-president: J. Allyn Stearns  
5th Vice-president: Wayne W. Soper  
Secretary: Janet Macfarlane  
Treasurer: Harry G. Fox  
State Executive Committee  
Agriculture & Markets: William F. Keuhn  
(Continued on Page 3)

## Clerk Promotions in 65 NYC Bureaus to Begin August 17

By MORTON YARMON

Clerical promotions in 65 NYC governmental bureaus are going through within a month. This became evident when the Civil Service Commission revealed the long-awaited NYC Clerk, Grade 3, lists would be ready for use by department heads on Tuesday, August 17. The Welfare Department list, not published with the others last month, will be included, thus alleviating the fears of Welfare clerks that their promotions would be held up.

The lists were compiled from a city-wide examination conducted last year along with other clerical promotion tests. 1,719 Names on the Lists There are 1,719 names on the eligible lists, not including those on the still-to-come Welfare list, the Commission disclosed. Work on the Welfare list is nearing completion, Commission officials said. It was held up while Commission examiners sifted lengthy service ratings. Earlier

the Commission had charged that the ratings were verbose and appeared to favor particular employees because these were "excessively high." Supporting this charge, the Commission pointed to hundreds of ratings higher than 1 1/2, compared with only dozens in the reports of other departments participating in the Clerk, Grade 3, test. The work of re-scaling these ratings on a par with those of the other departments should be completed (Continued on Page 14)

ALBANY, Aug. 2.—What will the State be doing next?

Are you interested in a business of your own—a sideline, maybe, to bring in a few extra pennies? Just ask the State Commerce Department, if you're a woman. They've just issued a booklet called "A Business of Her Own," a snazzy job containing 102 money-making ideas, and illustrated with smart modern-like cartoons. It's for free too.

### Idea Sources

It's really quite the stuff for women in civil service. Look at some of the chapter headings: Where to Get Ideas. If You Can Cook. If You Can Sew or Knit or Crochet. Develop a Latent Skill. Fill a Community Need. Advice from the Experts. Now, as a special service and because we like civil service gals, we'll give you an advance on some of the ideas in the booklet. Can you Cook? "If you can give people a super- for food and save them time and trouble, you can tap a ready-made market, especially in the Metropolitan area. (Continued on Page 10)

## Truman Asks Higher U.S. Pay Figure

WASHINGTON, Aug. 2.—In his message to the extra session of Congress, President Truman asked for reforms of Federal pay scales. He said: "In the final days before adjourning in June, the Congress passed a bill raising the salaries of some Federal employees. However, this bill neglected long overdue reforms in the Federal pay scales and discriminated unfairly against certain groups of employees. The Congress should take this opportunity to enact more equitable and realistic Federal pay legislation."

# Veterans Organization Endorses Mitchell Vet Preference Proposal

By MAXWELL LEHMAN

The New York County Council of Administration, Jewish War Veterans of the United States, has endorsed the Mitchell Bill, which seeks to amend that portion of the New York State Constitution dealing with preference for veterans in civil service. At the same time, the organization urged that the Condon Bill on the same subject be defeated. Major Harry Grossman, New York County Commander, stated that efforts will be made to enlist public support for the Mitchell Bill when reintroduced in the new Legislature early in 1949.

Legislature, the two proposed amendments, the Mitchell Bill and the Condon Bill, were introduced and passed, with the result that one of them must be passed at the next session of the Legislature if it is to be submitted to the people in November, 1949. The Condon Bill provides that all veterans shall have a preference in entrance examinations until January 1, 1955, and that only disabled veterans shall have a preference in promotional examinations for all time. This means, the JWV pointed out, that all able-bodied veterans now in civil service, would have no preference after January 1, 1951. The proposed Mitchell Bill provides that all disabled veterans be

given a 10 point advantage, and all non-disabled veterans a 5 point advantage in entrance examinations, these percentages being added to their passing marks. It further provides that all disabled veterans be given an advantage of 5 points and non-disabled veterans an advantage of 2 1/2 points in promotional examinations. However, a veteran can benefit by it only once. If Neither Bill Passes Commander Grossman pointed out that if neither of the proposed amendments is passed, the present law will remain with the result that, beginning January 1, 1951, only disabled veterans will have any preference in entrance or promotional examinations. This, he

argued, would be a grave injustice to non-disabled veterans. Within the ranks of the American Legion, there was evidence of much difference of opinion on the two bills. While the Legion had sponsored the Condon measure, not all of its posts have come out for it. At one point, when an important New York City unit had come out against the Condon bill, State headquarters of the Legion had threatened a "crackdown." The Queens County American Legion Service Committee last week issued a report prepared by Dr. Frank A. Schaeffer, condemning the State Legislature for passing both the Mitchell and the Condon bills last year. The report favors the Condon bill. The New York City Fire Department

Post 930 of the Legion, largest in the State, had, however, previously gone on record in favor of the principles embodied in the Mitchell bill. Civilian Interest Long before the Legislature is ready to deal with the question, civilian employees are indicating their interest in the matter. Several groups are mobilizing to protect what they deem the inherent principle of competition in the merit system, which they feel is strongly violated by the Condon measure. Some have figured out that under the Condon bill, in certain departments, it would be almost impossible for a civilian, however competent, to win a promotion.

STATE AND COUNTY NEWS

# Ken Stahl, Who Heads a Conference, Tells What It Means to Employees

Special to The LEADER

ALBANY, Aug. 2.—It took a trip from Albany to Rochester to prove the value of the conference organization to E. Kenneth Stahl, genial chairman of the Capital District Conference of The Civil Service Employees Association.

One of the big guns behind organization of the Capital District conference less than a year ago, Mr. Stahl points to the conference as an ideal method of building unity among association chapters, by providing a clearing house for ideas and information.

**No Favorites**

"And I've found the Association plays no favorites," he says. He cites a trip he made to Rochester in which he received information on his arrival that had not been available to him at his Albany office before he left.

"This incident also brought home to me," he says, "that the conference can play an important role in developing closer contact between the Association and individual chapters."

Not a man to mince words, the chairman of one of the Association's fastest growing conferences added, "There has been a real danger in the Albany area that members would take their organization for granted."

**Stimulates Activity**

He indicated that the organization of the Capital District body in January had resulted in stimulating activity on the part of individual State chapters located in the Albany area.

Saying "It has worked out very well so far," Mr. Stahl added: "The Association needs the active support of its individual members and of its chapters, and an active conference can provide that closer link between chapters and the Association."

**The Officers**

Officers for the Capital District Conference, in addition to Mr. Stahl, are David M. Schneider, vice-chairman; Eileen Dailey, secretary; Margaret A. Mahoney, treasurer.

These officers were elected in January when the infant conference was set up, mainly through the efforts of chapters in the State Department of Audit and Control and the State Retirement System.

**16 Chapters**

Now the conference includes 16 chapters. Mr. Stahl said all State chapters in the Counties of Albany, Fulton, Greene, Hamilton, Montgomery, Rensselaer, Saratoga, Schoharie, Schoharie, Warren, and Washington "are welcome to join in the conference program."

**Program of Activity**

When the Capital District Conference holds its first annual meeting in September to elect officers for the coming year, Mr. Stahl indicated he expects a broad program of activity to be developed.

This extensive program is expected to follow closely the broad aims and principles set forth by the Conference when it was first organized.

At that time, the group pledged its efforts to:

"Extend and uphold the principle of merits and fitness in public employment.

"Maintain and promote efficiency in public service.

"Advance generally the interests of the civil service employees of the State of New York."

**Chapters Hold Rights**

Mr. Stahl, who is Assistant Actuary in the State Retirement System, emphasized that individual chapters do not lose any of their rights or identity in joining the conference.

He pointed to the Conference constitution, which says in part: "This conference is organized to

serve as a unifying agency through which member chapters may work together to maintain consistent support in this area of Association activities," as proof of the democratic nature of the conference.

While not a policy-forming group, Mr. Stahl indicated that many Association members in the Capital District were looking to the Conference to "harness the strength, influence and enthusiasm of its member chapters" in sup-

port of the association program. And this appears to be exactly what the Capital District Conference will do as it launches its fall program. A powerful champion of the civil service employee is emerging.

# Nurses Lay Groundwork For Salary Board Appeal

Special to The LEADER

ALBANY, Aug. 2.—Nurses in the State service are girding to put on a sturdy fight for better salary allocations.

The Nurses Committee of the Civil Service Employees Association met July 25 in Albany to lay plans for their appeal to the Salary Standardization Board. They plan to give the Board a more thorough outline of their work than that body has ever had.

Francis R. Lahey, Chairman, of Rockland State Hospital, presided. Others present were Carman J. George, Middletown State Hospital, Vice Chairman; Mrs. Irene O. Mason, Harlem Valley State Hospital, Treasurer; Mrs. Lida MacDonald, Brooklyn State Hospital; Wilfred Coiteux, Harlem Valley State Hospital; Sam Cipolla, Craig Colony; Miss Antoniette C. Dimiccoli, Brooklyn State Hospital; Donald J. Napp,

Middletown State Hospital; Miss Florence Lascurettes, Brooklyn State Hospital; Thaddeus Kraje of Manhattan State Hospital; William Leach of Central Islip State Hospital. The Secretary, Mrs. Elizabeth Rockerfeller of Pilgrim State Hospital, was unable to attend.

**Treasurer Selected**

Business on the agenda included the selection of a Treasurer. Mrs. Mason was elected to fill the vacancy. The treasury funds cover the cost of letters, telegrams and telephoning to keep each institution informed of the activities of the committee.

**McDonough Assists**

Mr. Lahey has appointed a subcommittee chosen from seven hospitals from representative sections of the State to meet in the periods between the regular State-wide meetings.

William F. McDonough, Executive Representative of the Association, conferred with the committee and assisted with the final draft of the salary appeal. A copy of the brief as it was submitted will be sent by the committee to the nurses of each institution.

**Hearing Date Not Set**

The date of the salary hearing has not been set. This will probably occur late in September. Plans were made for a meeting prior to the date of the hearing and the date will be announced later. The subcommittee urges that a representative of each nursing title of each institution be present at this meeting.

Election of officers for the ensuing year and selection of those to appear at the hearing will take place at such meeting. Reports of the year's activities will be presented by the Chairman, Mr. Lahey.

# \$465 Goes to 12 Employees For Useful Suggestions

ALBANY, Aug. 2.—One way to make some extra cash is to have an idea. The State won't make you rich, but it will help you pay the rent if you can think up some way of doing tasks in your office more efficiently. Here are the names of a group of 12 State workers who amassed \$465 among them simply by doing a little thinking. They got paid off by the New York State Employees Merit Award Board.

\$20.00 to Alexander Fix, Div. of Placement & Unemployment Insurance, New York City for constructive changes in procedures in connection with requests for official hearings.

\$20.00 to Miss Elizabeth Lyons, Social Welfare, Albany, for proposed recommendations on filing operations to eliminate interfilling of inactive records.

\$20.00 to Lawrence Epstein, Bureau of Motor Vehicles, New York City, for his suggested improvement of M. V. Form SR-49.

\$150.00 to Alfred Weissbard, Senior Clerk, Bureau of Motor Vehicles, Albany in recognition of a more efficient operating procedure which he developed relative to the suspension and revocation of licenses. It is estimated that implementation of his idea will save from \$3,000 to \$4,000 annually in personnel, and will result in improved service to the public.

\$20.00 to W. G. Crandall, Public Works, Albany, for modifications in the record of highway reconstruction that will provide more complete information and increase operating efficiency.

\$50.00 to Mrs. Matilda Getz, Div. of Standards & Purchase, Albany, for suggested changes in procedure relative to the processing of requirements for materials, equipment, and supplies. Her ideas have been adopted and will result in a considerable saving of time and labor.

\$50.00 to Robert Reedy, Tax & Finance, Albany, for detailed procedures which he developed whereby delinquent tax notices may be processed by tabulating machine equipment.

\$20.00 to James F. Gardiner, Public Works, Newburgh, for recommended changes in forms designed to provide more adequate records on construction work.

\$20.00 to Miss Florence A. Roggie,

Public Works, Rochester, for proposing improved emergency room facilities at the Barge Canal Terminal.

\$25.00 to Edward G. Walther, Tax & Finance, Albany. He recommended that card board liners be provided for file drawers to facilitate bulk transfer of material at the obsolescent date without refiling. The procedure has been adopted by the Div. of the Treasury resulting in significant savings of labor and equipment.

\$20.00 to Charles T. Dittmer, Attendant at Rockland State Hos-

pital, for suggesting that certain safety measures be effected at one of the Institution buildings. His proposal has already been adopted.

\$50.00 to Allen C. Dashner, Public Works, Oswego, in recognition of the plan which he developed to increase efficiency in the unloading and storage of grain at the elevators. His system will expedite operations and reduce the tie-up time of delivering vessels.

Certificates of Merit have been awarded to Franklin L. Schacht, Dept. of Health, Albany, and Herman Berber, Dept. of Banking, Albany.

# Van Deusen Fills Library Post Once Held by Tolman

ALBANY, Aug. 2.—One of the first acts of Dr. Neil C. Van Deusen, newly-appointed director of the Library Extension Division of the State Library, was to speak on the State plan for development of library facilities before a Monroe County audience.

Dr. Van Deusen, whose provisional appointment was announced last week by Dr. Charles F. Gosnell, State librarian, is the former director of library education at State Teachers College in Genesee.

He fills the vacancy caused by the resignation of Harold L. Hamill, who was appointed librarian of the Los Angeles Public Library.

**Tolman Filled Job**

The position is widely known in State civil service circles, having been filled by Dr. Frank L. Tolman, president of the Civil Service Employees Association, for a number of years until his retirement in Dec. 1946.

Soon after his appointment July 16, Dr. Van Deusen attended a meeting of the Citizens Library Committee of Monroe County in Rochester where he spoke on available library facilities in the county.

He lives at 6 S. Helderberg Pkwy., Slingerlands. Familiar with State service, he was research associate in the Division of Research of the State Education Department from August 1945 to Febru-

ary 1946. At that time he conducted a survey of public libraries in the state.

# Rochester Classifies Employees

ROCHESTER, Aug. 2.—Approximately 4,000 city employees in Rochester have until August 5, it was learned by The LEADER today, to file appeals, if they desire, on their new classifications.

Under a classification survey, conducted by the Rochester Civil Service Commission and assisted by the Municipal Service Division of the State Civil Service Department, some 400 titles have been proposed for city positions.

**Duties Defined**

In announcing completion of the survey, Rochester Civil Service Commission representatives said that duties for 4,000 city employees, including police and firemen, have been defined. Specifications for the 400 titles have been set up, and the results of the year-long survey are expected to go to the State Civil Service Commission soon for final approval.

## No Swimming at Civil Service Pool

ALBANY, Aug. 2.—State Department in the Capital District up 41 stenographers and 97 typists at the Civil Service Pool last night in the State Office Building.

The "lineup" was not complete with a bathing beauty contest, a comment by a Capitol worker who remarked when she saw the sign outside Hearing Room "Civil Service Pool." "Oh, that nice, Civil Service has its own swimming pool."

The "pool," consisted of a viewing of eligibles for stenographer and typist positions in various state departments. The result was that 41 stenographers and 97 typists got positions.

## New Program Devised to Fill Health Posts

ALBANY, Aug. 2.—The State Civil Service Commission is planning a new experiment to speed up its recruitment and examination procedures.

Faced with what it termed "serious recruitment problem," the State Health Department, commission has directed that "continuous examination procedure be developed to permit speedy placement of certain classes of medical personnel."

**One-Year Experiment**

The commission, meeting a week in Albany, approved a plan of continuous recruitment and examination for an experimental period of one year. It added that the plan would be limited to a few professional positions, which have been impossible to fill by "normal recruitment methods."

Among these positions are District State Health Officer, Assistant District State Health Officer and several specialists in tuberculosis control.

Under the proposed plan, the commission said:

"Advertisements will be inserted in professional journals throughout the United States and applications will be received continuously."

"Whenever a sufficiently large group of applicants has been recruited to warrant the holding of an examination, all such applicants will be examined."

**Oral Tests**

It was indicated that oral tests may be given by a "board of experts" in the field of public health. Tentative plans call for the setting up of such a board in New York City.

The Commission emphasized, however, if at anytime within the year, it appears that recruitment has substantially improved for any of the positions, that normal recruitment methods will be employed.

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# STATE AND COUNTY NEWS

## Assn. Expresses Concern Over New State Test Rating Methods

Seeks Answers to Serious Questions Raised

ALBANY, Aug. 2 — Expressing concern over the manner in which the new grading system for civil service examinations placed in effect, the Civil Service Employees Association has announced it is seeking a conference with State Civil Service Department officials regarding "this important change in civil service regulations."

Conferences Should Precede Dr. Frank L. Tolman, president, a special release to The LEADER, said: "The Association requesting an early conference with Civil Service Department officials so it may have full information of the new plan and an opportunity to present any suggestions which, in its opinion, will

improve the new rating procedure now being introduced."

Indicating that the Association had not been invited to confer with State officials prior to the adoption of the new rule. Dr. Tolman emphasized that the "Association is on record as believing conferences should precede any important change in the rules and regulations affecting the rights and privileges of civil service employees. The Association has no brief for the status quo. It believes in progress but it wants to know where it is going before it embarks on new methods and procedures."

The new rating system, which permits the rescaling of both open competitive and promotion examinations, was adopted by the State Civil Service Commission in January and made effective June 16.

Withheld Information It was not until after an exclusive story in the LEADER on July 20, however, which gave the details of the new plan, that department officials released an of-

ficial announcement on the commission action.

At Association headquarters in the State Capitol, Dr. Tolman said "the Association naturally is very much concerned to learn that examination ratings on which eligibility of every employee depends were made subject to change without adequate explanation or on consultation with employee representatives."

It was understood that representatives of the Association would seek answers to these questions in conferring with department officials:

Why was the new grading system adopted?

How is the system to be applied?

What safeguards are contemplated to prevent possible abuse?

Association officials added that all aspects of the new regulations are now being studied to determine their effect on fundamental principles of the merit system of government.

## The Public Employee



By Dr. Frank L. Tolman  
President, The Civil Service Employees Association, Inc., and Member of Employees' Merit Award Board.

### "Better Understanding"

IT IS a genuine pleasure to follow the program and the activities of the civil service employees of California as set forth monthly in their magazine "The California State Employee."

It is stimulating to note how keen and how enthusiastic the organized civil service employees of California—organized as well in their own independent association—are as to every problem of civil service workers. It is very interesting to read of the activities of their officers and committees with regard to "the third round wage pattern," retirement reforms, State Personnel Board hearings, their own Association insurance matters, and the like.

### West Coast Salary Approach

As to salaries, they point out that in a price and wage situation such as now exists it is not practicable to apply prevailing rates in industry through the regular processes of salary standardization and adjustment. Apparently, they feel that the times demand that appropriating bodies should provide a reserve fund to make possible adjustments in worker income to meet emergency price conditions as they arise. They point out a situation noted generally as to the pay of public workers, that "despite justification for an appropriation on a retroactive basis, it has been the experience in other jurisdictions that the law-making body takes the attitude that the employees have been able to survive and therefore there is no great necessity for back pay."

### The New York Principle

This conclusion on the California employee's part is a strong endorsement of the Westchester County plan of hitching emergency salary adjustments to the cost of living index — the principle proposed by our Association and accepted by the New York State Legislature in 1941, but rejected by the then governor undoubtedly because it "was ahead of its time."

### An Interesting Method

An interesting item in the California magazine is a notice "To Whom It May Concern" of "Proposed Adoption, Amendment, and Repeal of State Personnel Board Regulations," dated June 30, 1948, advising of a public hearing of the Board to be held on August 6, 1948. Then follows some proposed rules or changes in rules affecting personnel administration. The notice states that at the time and place designated "any interested person or his duly authorized representative, or both, may present statements, arguments or contentions in writing respecting such proposals and in the discretion of the State Personnel Board may be heard orally."

This seems like a fine, frank, open way of dealing with civil service rules and regulations. We would like it in this State. It does show due respect for citizens and for public employees who are also citizens that is not at present shown in deliberations by all of our civil service administration agencies.

### Iron Curtain in Civil Service

We did not need the example of iron curtain diplomacy in international affairs to discredit secrecy in civil service affairs. The secret processes now observed here in civil service matters ought to be discarded forthwith and the light of many minds experienced in public service and loyal to the merit system welcomed in the making of rules and regulations in which the people and the civil service employee have a common vital interest.

There is a familiar ring to the words of Mr. F. M. Carter, the President of the California Civil Service Employees Association. They echo the thoughts frequently expressed by the writer. In his July message to his membership President Carter states:

"The sharing of information by the management with the employee will promote better understanding. Better understanding results when the employee tunes in on the information surrounding his job. But he cannot tune in unless there is a source of facts . . . The grapevine is a vicious method of sharing information. There is no device that tears down employee moral as does this method. The bad effects of the grapevine can be counteracted and rendered impotent by the sharing of information . . . Sharing information is the road to better understanding; minds of employees are keenly alert to facts. In a democracy we work together . . . We must restore among ourselves the understanding of our common interest in our daily economic well being."

### A Healthy Organization

There is encouragement for every civil service employee in New York State and in every other state in the healthy, vigorous, independent California Civil Service Employees

(Continued on Page 6)

## Assn. Officers Nominated

(Continued from Page 1)  
Audit & Control: Francis A. . .  
Banking: Victor J. Paltsits  
Civil Service: Theodore Becker  
Commerce: Mrs. Mildred O. . .  
Conservation: Angelo J. Donato  
Correction: Harry Fritz  
Education: Albert B. Corey  
Executive: Charles H. Foster  
Health: Charlotte Clapper  
Insurance: Solomon Bendet  
Labor: Christopher J. Fee  
Law: Francis C. Maher  
Mental Hygiene: John M. Har-

Public Service: Kenneth A. Valentine  
Public Works: Arthur W. Moon  
Social Welfare: Charles H. Davis  
State: Isabelle M. O'Hagan  
Taxation & Finance: Arnold W. Wise  
Judiciary: Walter J. Nolan  
Legislative: William J. King  
Nominating Committee  
Members of the Nominating Committees included Charles A. Brind, Jr., chairman; Mrs. Beulah B. Thull, John A. Cromie, Clifford C. Shoro, Mr. Becker, Ivan S. Flood, E. Kenneth Stahl, Mr. Valentine and Mr. Walters. Mr. Flood served on the Committee to nominate officers only as he is a member of the County Division. The Nominating Committees were selected by the Board of Direc-

tors of the Association on June 29.  
Independent Nominations  
The Constitution of the Association also provides for independent nominations. For officers, independent nominations may be made by petition signed by not less than five per cent of the members of the Association; and for members of the State Executive Committee, by petition signed by not less than ten per cent of the members in the department making such nomination.  
In order to make certain that independently nominated candidates' names are printed on the official ballot used for the election, the petition must be filed with the Association Secretary, Miss Macfarlane, Room 156, State Capitol, Albany 1, N. Y., before September 5.

## Smithtown Group Joins Association

Upon the invitation of several employees of the town of Smithtown, in Suffolk County, Charles P. Culyer, Field Representative, County Division, Civil Service Employees Association, addressed a meeting of employees of the town Highway Department last week in Smithtown Branch. The activities of the Association were discussed and the membership of the group as a unit in Suffolk Chapter was explained. The group expressed its desire to join The Civil Service Employees Association and participate in the activities of Suffolk Chapter. Thirty-five employees attended the meeting.  
Another meeting to be attended by all employees of the town of Smithtown is planned next month when steps will be taken to set up a unit of membership in the town.

## 1,000 Employees Lose DPUI Jobs

ALBANY, Aug. 2 — Approximately 700 employees of the State Labor Department's Division of Placement and Unemployment Insurance have been dismissed because of a cut in Federal funds allowed for administration of the program, Industrial Commissioner Edward Corsi announced today. Most of the employees affected are temporary appointees and do not have permanent Civil Service status.  
The layoffs were necessary, Corsi said, in order to absorb a reduction of nearly \$900,000. Commissioner Corsi said that in anticipation of the cut in funds the

Division has not been filling vacancies for some time and that if it had been manned with all authorized staff July 1, the reduction would have amounted to \$1,600,000.

### 300 Additional Firings

Commissioner Corsi said that the layoff of 700 employees because of the cut in administrative funds coincides with a layoff of 300 employees of the unemployment insurance Claims Bureau of the Division. The latter is a normal seasonal layoff, however, which is regularly anticipated because of the regular mid-summer decline in the volume of benefit claims.

## New Cards to Be Distributed For Oaths Which All Must File

ALBANY, Aug. 2 — New procedures have been adopted of State and the Department of Civil Service, governing the uniform refiling of constitutional oaths by public employees in New York State.  
The new procedures came as a direct result of the revelation by The LEADER that the filing of oaths by State and local employees was in chaotic condition — even though the State Constitution requires employees to file. The penalty for failure to file oaths is dismissal. Under the new regulations, the oaths are to be filed on uniform cards supplied to all State departments. The oath then will be sent back by the department to

the Secretary of State for permanent filing. The departments are requested under the procedure to distribute the oath cards to their employees, who will sign them and return them to the Secretary of State's office.

### Local Procedure

Under the agreement between the Civil Service Commission and the Secretary of State, a memo will be sent to all local civil service commissions suggesting that the same procedure be used for local employees. For those political subdivisions of the state adopting the new system, new oaths will be filed with either the county, city or village clerk in the jurisdiction.

The new procedure on constitutional oaths was adopted following a conference between representatives of the Civil Service Employees Associations, Secretary of State, and the Civil Service Department. The oath will be filed alphabetically and by departments.

Employees will be requested to sign the oath in ink. The new procedure was made public in a letter to department heads sent out this week.

Here's an important fact to remember: The State Attorney General has advised the filing of a new oath every time an employee gets a change of title, promotion, or in any other manner has his employment status altered.

## STATE AND COUNTY NEWS

# When Depression Threatend State Employees Their Association Prevented Calamity

This is the fourth chapter in the history of the Civil Service Employees Association. It tells of the terrifying time of depression, and of the firmness with which the group met the situation.

THE FULL ravages of the depression were now upon employees of New York State. It was 1933, and state workers were finding themselves in a desperate plight, along with many other Americans. Governor Lehman, accepting the challenge of adver-

sity, put forward a "tough" budget and plan of State financing. Retrenchment hit hard. Part of the policy was reduction of salaries.

More than 10,000 employees rallied to the ranks of the Association of State Civil Service Employees. The Association went as far as it reasonably could in seeking to influence the Legislature against pay reductions. It collected the true facts concerning State salary relationships in all Govern-

ment operations and compared them with similar salary facts in other fields. Armed with statistical information, the Association made its case to the Governor, the Director of the Budget, the State Budget Advisory Committee and the general public.

The result was an executive decision to exempt from the pay reductions all employees receiving less than \$2,000 a year — and that meant about 75% of all employees then working for the State.

#### Excellent Relations

Relations with Governor Lehman were excellent. The Association said of him at the time: "Governor Lehman enjoys the respect and confidence of every worker in State service. The organized employees in this Association have found him a willing counselor and friend in every important problem presented to him. Never before in the history of the state has there existed on the part of executive, legislative and administrative leaders such a fine spirit of cooperation, with a will to recognize the tremendous source for good that lies in the organized initiative and enterprise of the thousands of professional and skilled employees comprised within the civil service groups. This group stands ready to suggest many important avenues open to increased efficiency in public functioning, and with the good will now established, is in an admirable position to safeguard the interests of employees from unthinking and persistent attacks. . . ."

#### Tolman and Brind on Committee

A special Committee was appointed to work with the Division of the Budget, the Civil Service Commission and department heads in applying new Civil Service procedures in classification and allocation of positions along lines adopted for that year. The Committee contained the names of two men who later became presidents of the organization: Dr. Charles A. Brind and Dr. Frank L. Tolman, both of the Education Department. The work of this Committee, and the interest aroused in its members, had effects which are still being felt.

#### Finger in the Dike

The organization had more than a full job on its hands that year. The forces of the nation's economic crash had now hit with giddy intensity, and the Association's officers had to run from one task to another, in order to prevent the whole structure of merit, laboriously built up over the years, from crashing, too. An example: A reduction in appropriations for public construction resulted in the dismissal of several hundred employees in the Department of Public Works, and demotions in rank and pay for others. The Association's officers

met with Colonel Greene, then head of the Department. Colonel Greene and his staff laid before the Association the open facts concerning the disastrous effect on employees resulting from decreased appropriations, amounting to almost \$40,000,000 in two years. Administrative heads, he pointed out, faced the responsibility of reducing their forces. He was making every effort to keep employees on the payroll until all other means of saving money had been exhausted.

#### Month's Notice

The Association, distressed, but realistically concerned with the times through which the American people were passing, asked that those to be laid off be given the longest possible notice. Governor Lehman ruled that at least a month's notice must be given every employee whose dismissal was occasioned by depleted funds.

An indication of the advance made by public employees is the fact that if this were to happen today, such employees would be entitled to unemployment insurance, a program pushed through by the Association fifteen years later.

#### The Fair Play Argument

The strength of the group's arguments struck home solidly with the general public, preventing what might have been a complete dislocation of employee gains up to 1933—and disrupting also the essential work of the State. The argument went this way: To suggest greater reduction in pay would not fit in with fair play for public employees as citizens. This group had been underpaid over twenty years, fifteen of them the most prosperous in the country's history. It would be entirely unjust to saddle upon these employees what in effect would be greater tax burdens than those borne by other citizens: Unreasonable salary reduction would represent unreasonable taxation under another name. Reduced salaries threatened to place the public worker at a disadvantage in relation to the cost of living. The anticipated rise in commodity prices would inevitably throw the Civil Service employees into a struggle for existence on a basis below ordinary social levels. And with salaries fixed in the budget for a period ending fifteen months later, the adjustment possible with private employees would leave the State workers without possibility of relief.

#### Continuing Struggle

While maintaining this fight for decent pay, the Association did not forget its continuing struggle for maintenance of the merit system. Less than fifty per cent of all State employees in 1933 were in the competitive class. For fifty years, the State Civil Service Department had straggled along without a competitive classifica-

tion or compensation plan. After year, the Association continued to sponsor legislation which would do the job, and its constant hammering upon the Legislature and the general public. In 1933 the organization introduced a bill which had been passed by the Civil Service Commission. The Director of the Budget, representatives of the Legislature were introduced by Senator J. N. Nunn and Assemblyman J. W. Cornaire. The bill was signed to protect employees the stability of their work, for fairness in promotion, justice in compensation. The bill was designed to amend the Civil Service Law, making it mandatory on the Civil Service Commission to provide a classification based on duties and responsibilities for the departmental and to prepare for the Governor and the Legislature a compensation plan.

#### 8-Hour Day Recruits

In that turbulent year, a Senator, Thomas E. Desmond Newburgh, publicly raised his voice on behalf of an eight-hour day for employees of the Mental hygiene institutions. Speaking for the Association, at the Senator's Hall, on March 1, 1933, Senator Desmond said: "New York State ought to be a model employer. Far from being a model employer, New York State does conditions in the case of institutional employees which are very unsatisfactory indeed. These days, when so many of our fellow men and women are working the streets looking for work, one and three-fourths million of them in this state alone — seems incomprehensible that State should compel its employees to work twelve hours a day, in many cases, seven days a week."

From that point on, the Association recruited more and more legislators in favor of its campaign for a proper working day.

(To be Continued)

## WHAT EMPLOYEES SHOULD KNOW

By THEODORE BECKER

### WORLD WAR II VETERANS HAVE TWO CIVIL SERVICE AGES

IF YOU are a World War II veteran and would like to compete in a civil service examination for a job for which a maximum age limit has been announced, do not assume that you lack the minimum qualifications just because your actual age may exceed the announced maximum age. Under the New York State Military Law there are two ways in which your actual age may be reduced for examination purposes.

In the first place, the period of your actual military duty as defined in such law (including Merchant Marine service and Red Cross service overseas, as well as military service) may be deducted from your real age. For example, if your real age is 36 and the maximum age is set at 35, you can qualify with two years of military duty because your age for examination purposes would be 34. This year, by an amendment to the law, its provisions were extended to treat the period of terminal leave granted by military authorities on the same basis as active military duty.

#### Only World War II Vets

It should be noted that these provisions of law do not apply to veterans of World War I. They only apply to veterans of World War II.

The question will undoubtedly be raised by some readers as to the value of these provisions when the Civil Service Law says that a veteran is disqualified from holding a position because of age unless his age renders him incompetent to perform the duties of the posi-

tion. However, this same law makes an exception by providing that this privilege does not extend to "positions for which age limitations are specifically authorized or prescribed by law".

#### Limits on Age Limits

Accordingly, where age limits can properly be imposed, the Military Law and not the Civil Service Law aids the over-age veteran. But the extent of this aid to veterans is limited by the fact that for the vast majority of civil service positions no maximum age limits (other than retirement age limits) may be imposed. Section 25-a of the Civil Service Law provides that civil service commissions cannot disqualify a person "who is physically and mentally qualified from competing, participating or registering for a civil service competitive examination . . . by reason of his or her age".

But the Legislature did recognize a group of positions for which maximum age limits may be imposed. These are characterized in the Civil Service Law as "positions such as policeman, fireman, prison guard or other positions which require extraordinary physical effort". As to these, the State Civil Service Commission or a municipal civil service commission may adopt reasonable minimum or maximum age requirements where age limits for such positions are not already prescribed by law. It is, therefore, only in connection with examinations for this latter group of positions requiring extraordinary physical effort that the special age privileges granted by the Military Law are applicable.

## Brilliant Young Law Student Wins Job in State Law Dept.

Pursuing the policy of enlisting outstanding Law School graduates for State service, State Attorney General Nathaniel I. Goldstein has appointed Sheldon H. Sabeau, Army Air Force veteran and New York University Law School honor man, to the Department of Law.

Sabeau will serve as a law clerk in the Appeals Bureau of the New York office of the Department until his admission to the Bar, following which he will be named

a Deputy Assistant Attorney General.

Born July 12, 1926 in New York City, Sabeau was graduated from De Witt Clinton High School and attended the College of the City of New York for one year before enlisting in the United States Army. He was trained at Cornell University under the Army Specialist Training program and assigned to the Army Air Force as an Air Cadet.

#### On Law Review

He entered New York University's School of Law in February, 1946. He served as managing editor of the N.Y.U. Law Quarterly Review and received his law degree with the class of June, 1948.

The Attorney General's policy of providing young New York residents with an opportunity to serve an apprenticeship at a decent salary in one of the largest public law offices in the world has won wide acclaim. Selection is based on scholastic achievement and character.

#### Appointed

Since Attorney General Goldstein first took office in 1943 he has appointed more than a dozen young men on this basis, the last appointment preceding Sabeau's having been made in March, 1948. Four of the apprentices are now full Assistant Attorneys General of New York.

## Middlebrooks Gets New State Job

ALBANY, Aug. 2—Maj. Robert Middlebrooks, formerly an assistant to the director of the financial bureau in the State Adjutant General's office, started a new state job last week.

His appointment as administrative assistant in the State Division of Parks was effective Aug. 1.

James F. Evans, state director of parks, said Major Middlebrooks will handle financial matters as an assistant in his office. The position carries an annual salary of \$3,720.

## UN Song Written By Sing Sing Duo

OSSINING, Aug. 2—James A. McGrane, a Guard and Angelo Baccari, Band Master at Sing Sing Prison are a songwriting team. They have collaborated on several songs and are becoming well known in the music world. To Mr. McGrane this is a new field, but Mr. Baccari has had a wide experience in musical activities.

Their most recent song, "United Nations," was the result of a request that the pair write a song about the UN for the United Nations Week program at Tarrytown, last September. Mr. McGrane wrote the lyrics while Mr. Baccari wrote the spirited tune, a fine march. The number was accepted by the Committee in competition with many others from all over the country, and was introduced by Martha Aleson, contralto, of the stage and radio. The song has the approval of Mr. Benjamin Cohen, Assistant Secretary-General in Charge of Public Information for the UN, and of

the American delegate, Warren R. Austin.

Mr. McGrane had the song published in order to get it cleared for broadcasting and recording. U.R.A.B. Records, 245 West 34th Street, NYC., has made a recording.

#### Have Had Long Service

McGrane entered State service at Willard State Hospital in 1924, and was appointed a Guard at Sing Sing in 1927.

Baccari has been employed at the prison nearly 19 years, as music instructor.

## Liquor Authority Deputy Recovering from Illness

George P. Butterly Jr., deputy commissioner of the State Liquor Authority, is expected to return to his office next week following a long illness.

Widely-known throughout the state, Commissioner Butterly has been ill for nearly eight weeks, four of which were spent in the hospital.

Publicly chief for the authority, Commissioner Butterly is located at 270 Broadway, New York City.

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# STATE AND COUNTY NEWS

## The Game Protector Must Be Diplomat, Cop, Teacher—And He Loves His Job

Don't look for the New York Game Protector just in the Adirondack and Catskill Mountains or along the shores of the beautiful St. Lawrence river. He's to be found in the hustle and bustle of New York City, along the great white way well.

The State Conservation Department, which employs some 200 uniformed game protectors, says it has a full-time employee in Manhattan, two in the Bronx and others in Queens and Kings counties.

**Job Is Varied**

Officially the Game Protectors are pledged to protect the fish and wildlife of the State and to assist New York sportsmen in seeing that the games of hunting and fishing are played according to the rules. But their job is actually one of the most varied and interesting of all State employments.

**On Call 24 Hours a Day**

This State employee, who earns between \$2,040 and \$2,640 a year base pay, is on call 24 hours a day and seven days a week.

And among the busiest of them are those game protectors stationed in the big city.

There may be few wild animals in Manhattan's busy thoroughfares, but the Manhattan game protector is kept busy answering such calls as these:

A frantic housewife wants assistance in getting rid of a squirrel that chose the attic in a city apartment house as a place to store nuts and set up housekeeping.

Or there is the job of policing the extensive commercial fishing industry, the clam, shell-fish and lobster boats.

Then there's the rigid control the State keeps over the use of certain plumage in the millinery trade. The State game protector also is in charge of tagging all wild game that finds its way into the City's famous restaurants.

The next time you order Chinese pheasant in your favorite eating place, or buffalo steak, venison or moose steak, remember this item on the menu was made possible through the cooperation of one of the State's game protectors.

**Fishing Boats See 'Em**

Any fishing boat, searching for "moss bunkers," the fish used by the fertilizer industry, is subject to occasional visits by the State's game troopers.

As Department officials put it, "this is a job where anything can happen and usually does."

At the present time, the State

employs 150 game protectors, 42 assistant district game protectors and 11 district game protectors.

"There's little turnover in this field," the department adds. "Many of the State game protectors are 30-year men who like their work, which for the most part takes them into the wide open spaces."

### Check Violations

Many upstate game protectors find a large portion of their day spent in checking on alleged violations of hunting and fishing regulations. Even this is a year-round job, for there is always some form of fish, fowl or game being sought by sportsmen.

Aside from violations, one of the big things he has to contend with is the problem of dogs running at large. These wild packs kill a lot of deer in the Catskills, especially on the later winter snows.

### Must Use Diplomacy

The game protector may not wear the white collar of the diplomat, but this is a job that often calls for the most delicate diplomacy. He's often public relations man and educator rolled into one in dealing with the sportsman and the landowner.

### He Gets Around

Part of his job is to call at the schools in his district at least once every two years to give a short talk on wildlife. This is quite a task when you realize that his district averages 360 square miles.

In May, the State Civil Service Department conducted an open-competitive examination for Game Protector, but department officials report there aren't any vacancies on their staff at present.

### 20 Men Added

Nearly 20 additional game protectors have been added in the past year. The May examination is expected to take care of about 55 war-duration appointments. It's expected when this list is established the department will have a full slate of permanent employees.

One of the unusual angles to this outdoor job is that the game protector's salary is paid by that group of citizens most interested in the success of his job. The fund for salaries comes from money paid for various hunting and fishing licenses by sportsmen.

### Usually a Sportsman

While his job is to protect wildlife from poachers and illegal hunting and fishing practices, the game protector is usually an ardent sportsman himself. And many sportsmen call on the nearest game protector for advice on where to go in the woods.



State Game Protectors are important agents for conservation education. Here's Bryan Burgis, stationed at Margaretville, Delaware County, helping a young fisherman. Burgis has been at this station since 1932, and his territory covers six townships. Last year he drove 18,000 miles on duty. He's typical of the excellent type of men who hold down jobs for the State as Game Protectors.

Of course, don't expect him to always know just where the fish are biting, or a covey of quail are hiding. But he'll do his best to come through.

According to the men who pa-

trol the woods, the streams and even the big city pavements of New York. "It's a tough life but a good one."

In public service, here is a job hard to beat.

## Repairs Will Make Work Pleasanter

**ALBANY, Aug. 2** — An emergency classroom building will be built at State Teachers College in Plattsburgh. Other projects which will be of interest to State employees are:

**BUFFALO** — Electric work involving replacement of present lighting fixtures with fluorescent lighting fixtures, Workmen's Compensation Board, Second Floor, State Office Building.

**BINGHAMTON** — Interior and exterior painting, State Department of Public Works District Office Building, 71 Frederick Street.

**WEST HAVERSTRAW** — Insulation of ceilings of steam service rooms in Laundry and Hospital Buildings, New York State Rehabilitation Hospital.

**BROOKLYN** — Waterproofing exterior concrete wall surfaces, 6th floor, New York State Arsenal, 201 64th Street.

**IROQUOIS** — Reconstruction of roofs on two girls' cottages, Thomas Indian School.

**WHITE PLAINS** — New roofs on four tower balconies and appurtenant work, State Armory.

**ALBANY** — Heating work, replacement of boilers, new gas-fired domestic boiler, Court of Appeals building.

**ALBANY** — Heating work, replacing boilers in boiler room in Garage building, Executive Mansion.

**BATAVIA** — New stairway in the Laundry building, New York State School for the Blind.

**OXFORD** — Construction, heating, sanitary, electrical work for building to house a fire truck, Woman's Relief Corps Home.

**GENEVA** — New concrete floors in basement, State Armory.

**GLOVERSVILLE** — Exterior masonry repairs, State Armory.

**ALBION** — Concrete sidewalks, Albion State Training School.

**BATAVIA** — Sound proof partition in Traffic Bureau, Main Building, Troop "A" State Police Barracks.

**SONYEA** — Heating work, sanitary work and equipment, kitchen equipment, Female Infirmary Building No. 140, Craig Colony.

**BINGHAMTON** — Replacing linoleum floor covering with asphalt tile in Wagner Hall, Broadmoor, Edgewood, Fairmont and Mall Building, Binghamton State Hospital.

## What Employees Are Doing

### Central Conference

Assemblyman Richard H. Knauf will speak to the Central Conference of The Civil Service Employees Association at the annual outing which is to be held August 22. The Utica State Hospital chapter of The Civil Service Employees Association will be the host at this outing. This will be held on Sunday, August 22 at Beck's Grove, Blossvale, N. Y.



Assemblyman Knauf has sponsored much civil service legislation.

Assemblyman Knauf's subject will be "The Future of the Civil Service Employee."

Chairman of the Central Conference is Clarence F. W. Stott. President of the Utica chapter is Margaret Fenk.

### Hamburg Chapter

The Hamburg Chapter of the Civil Service Employees Association held its election of officers recently. The following were elected for the year 1948-49: President, J. A. Crotty; vice-president, Er-

win Pierce; secretary, W. Thayer; treasurer, Albert A. Greene; delegate, Joseph Crotty, alternate, Erwin Pierce.

### Dist. 10, Public Works

The weather was warm, the beer was cold, and a good time was had by all at the annual picnic of The Civil Service Employees Association's District 10, Public Works Chapter. More than 200 employees, with their friends and families took part in the event, held Saturday, July 24, at Grove Recreation Hall Area, Heckscher State Park, East Islip, Long Island.

There was a softball game, in which the engineers of District 10 were defeated by the maintenance men's team, 8 to 2. There was singing, by a quartet of four department employees. There were pony rides and games for the kids, volley ball, sack races and wheelbarrow races. Prizes for the winners included baseballs and bats for the boys, and knitting sets for the girls.

A few grown-ups cut capers in an egg-and-spoon race, but most were content to sit back, relax, chat, and eat the hot dogs that were cooked right on the picnic grounds in an open fireplace under a canopy. District employees were kept busy handing out the dogs,

as well as ice cream, soft drinks, sandwiches and beer.

Credit for the afternoon's success went to the arrangement committee. Serving on the committee were Alfred W. Downs, Frank Hirsch, Margaret Bunk, Bill Greenauer, Roy Gray, Carl Huntstein, Charles Low and Evelyn Cherubini.

### Brookhaven Employees Suffolk County

The July meeting of the Town of Brookhaven Highways Employees Association, a unit of Suffolk Chapter, Civil Service Employees Association, was held at Hofbrau Tavern, Medford. President Fred Vopat presided over the 60 members present. Regular business was transacted, including several changes in the constitution and by-laws, and reports of committees were read.

A special committee appointed to meet with the town supervisor and town board reported that the request of the Highway Association for regular sick leave and vacation time was adopted by resolution in the June town board meeting. This group of employees has only been organized since June of this year, and reports 99% membership in the Civil Service Employees Association. Action was taken to elect

## Eliot Kaplan Probes Rights Of Employees

Public employees may join organizations and may bargain collectively with public officials, but they do not have the right to strike, nor is either exclusive collective bargaining or the closed shop applicable to the public service—in the considered judgment of H. Eliot Kaplan.

The executive director of the National Civil Service League, examining management-labor relations within the public service in the Industrial and Labor Relations Review, declared: "The problem of establishing a workable plan of relationships between public administrators and subordinates in the civil service looms as one of

representatives to the assembly of Suffolk Chapter, so that an active part can be taken in chapter activities. The meeting also was addressed by William J. Burns, Vice-President of Suffolk Chapter, who gave a report on the Chapter's growth and plans for the future.

Charles Culyar, Field Representative, County Division, Civil Service Employees Association, also spoke on the Association's development of the County Division.

The next meeting of the unit will be in October, when a special committee will bring in a report on request for salary adjustments.

the most important the public must help to solve." He estimates that the nation today employs more than 5,000,000 public servants, working in Federal, State and municipal jurisdictions.

### The Right to Organize

On the basis of recent court and administrative decisions, Mr. Kaplan comes to the following conclusions:

"(1) There can be no reasonable restriction against public employees organizing or joining any association or union of their own choosing. Employees may affiliate with any outside labor union, unless the nature of the employment is such as to make the affiliation incompatible (such as police, fire, and correction departments in one union).

"(2) There is no inherent or implied right of public employees to strike against government. Reinstatement after a strike is settled is discretionary.

### Collective Negotiation

"(3) Exclusive collective bargaining as practiced in private industry is not permissible in the public service, but collective negotiation between public officials and civil service employee associations or unions is permissible.

"(4) The closed or union shop may not be applied to the public service.

"(5) Checkoff of union dues is still a moot issue in most jurisdictions."

### NILE MILES RE-APPOINTED TO ALBION POSITION

**ALBANY, Aug. 2** — Governor Dewey has re-appointed Nile M. Miles, of Medina, as a member of the Board of Visitors of Albion State Training School, Albion, N.Y.

# STATE AND COUNTY NEWS

## State Employees Will Have Extra Year to Use Up Vacation Credits

ALBANY, Aug. 2.—State employees with accrued vacation time are going to have an additional year in which to use their vacation credits.

Charles L. Campbell, administrative director of the State Civil Service Department, announced the "good news" in a memorandum addressed to all State department heads.

The memorandum, entitled Amendment to Attendance Rules, reads:

"The following resolution, amending attendance rules for employees in New York State De-

partments, was approved by the Governor on July 19, 1948, and filed with the Department of State, on July 22, 1948:

"Whereas, subdivision 2 of Rule II of the Attendance Rules for Employees in New York State Departments provides that vacation earned during an employment year, but not used, may be carried over from that year to the next succeeding one only, with the approval of the department head, and

"Whereas, in some Departments, with the heavy work load which has kept many employees on the job at the sacrifice of part of their

vacation credit, there are many employees who will sacrifice a large amount of accumulated vacation time.

"Now, Therefore, Be It . . .

"Resolved: That, subject to the approval of the Governor, the provisions of Subdivision 2 of Rule II of the Attendance Rules for Employees in New York State Departments, limiting the carrying over of accrued vacation to the year next succeeding that in which it was earned, be and hereby is waived for the purpose of allowing one additional year, beginning April 1, 1948, in which to liquidate accrued vacation credits."

## State, Local Units Can Learn From O Employee Policy

New York State has always been receptive to good ideas—whether they stem from private industry, from other public jurisdictions, or full-blown from the minds of its own public officials. One of the organizations that has contributed ideas to New York State has been the General Electric Company, whose general offices at Schenectady are convenient to Albany, New York State's capital. For example, several years back the suggestion plan of General Electric was adapted into the Merit Award Board plan of New York State.

With this in mind, The LEADER presents the following nine-point program of General Electric, through which its management aims to improve jobs at General Electric. There is much here of value to New York State and local governments in the long-range planning of management-employee relations in public service. It is our hope that public officials as well as officers and members of The Civil Service Employees Association will study these points. Perhaps such study will aid in improving the morale—and the efficiency—of the State service.—EDITOR'S NOTE.

ployee does on his job, heavily in his favor.

### STEADY WORK

Says G. E.: "We are doing we know how towards insuring a steady flow of orders now in the future. The better serve and please our customers with deliveries in these difficult times, the more loyal they will be when sales are harder to make. That's why we are pushing expansion of our plants and equipment now. That's why we so urge you to work overtime to meet now the urgent needs of our customers." For public employees customers are the people.

### BEING TREATED WITH RESPECT

General Electric believes every American is entitled to be treated with respect. "You can be sure that everyone in our management aims to see that you are respected as an individual, that your dignity is never in any way offended. The members of General Electric management continue seeking to deserve similar respect on your part."

### GETTING THE FACTS

G. E. believes that everyone works at General Electric to know what is going on. So the company tries to tell employees about its plans, successes, setbacks, and problems.

### YOUR IMPORTANCE IN THE PICTURE

"Your job—every job—is important. If it weren't important we'd have nothing of value to offer as a result of our effort. Both you and we should find it worth while for you to have more information about the requirements, responsibilities, and possibilities involved in your particular job."

### LIKING YOUR JOB

A job is serious business in which the worker rightly insists on getting proper pay and other important rewards. Yet G. E. points out, "when we have done our best on these, there will be plenty of extra ways we can work together to make jobs both interesting and deeply satisfying. We will be endeavoring to do our part toward accomplishing this."

In a footnote to a pamphlet describing this program, L. Boulware, vice president in charge of employee relations at General Electric, termed it "good sense" to try to improve jobs at the first. He added:

"The more you find your job fairly paid, secure, challenging, interesting, and satisfying, the more surely we can attract and hold the best kind of employees and the more likely we are to succeed in deserving the continuing support of our customers and stockholders."

## The State Employee

(Continued from Page 3)

Association. It is good to know that associations of civil service employees are gaining ground in many states.

Good civil government will result from such employee enterprise just as surely as day follows night. And respect and reward for the civil service worker will increase with every unselfish, intelligent activity sponsored by public employees.

We must all seek constantly to get the over 500,000 civil service employees within our State enthusiastically back to the merit system and good public employment policies and practices generally.

## Mannix Elected President Of Mental Hygiene Group

ALBANY, Aug. 2.—The officers and delegates of The Association of Employees of the Department of Mental Hygiene held their annual meeting and election of officers for the 1948-49 period at the Wellington Hotel on July 26.

The following slate of officers were elected to represent the Mental Hygiene employees:

- J. Walter Mannix, Craig Colony, Sonyea, N. Y.
- Fred J. Krumman, 1st Vice Pres. Syracuse State School.
- Mrs. MacDonald, 2nd Vice Pres. Brooklyn State Hosp.
- Dorris Peck Blust, Secy-Treasurer.

Executive Committee: Middletown: Fred Walters, Ward Services, State Hospitals. Syracuse: Charles Ecker, Ward and Cottage Emp. State Schools. Letchworth: Leslie S. Ware, Farms and Grounds. Pilgrim: Mr. Donahue, Food Services.

Creedmore: Mr. Scott, Maintenance and Power House Employees. Middletown: Mr. Murphy, Laundry Employees.

Pilgrim: Mr. Nitzel, Administration, Stores, Allied Services.

Marcy: Charles D. Methe, Safety Division and Transportation. Willowbrook: Mrs. Hennessy, Professional Services and Officers. Newark: Mr. Soper, Educational and Social Service.

The meeting was attended by 40 Chapter Presidents and delegates.

### MacCurdy Speaks

Dr. Frederick MacCurdy, Commissioner of Mental Hygiene addressed the delegates, stressing social integration and team spirit of all units of the Mental Hygiene Department. He also expressed his support of the Department for the new State-wide Mental Hygiene bowling teams. The State is divided into zones the winner of each zone to play off for the championship at the end of the season. He



J. Walter Mannix, over there on the left, president-elect of the Mental Hygiene Employees Association, is congratulated by retiring President Fred Walters. Between them stand Dorris Peck Blust, secretary treasurer, and Mrs. Florence MacDonald, 2nd vice president. Fred J. Krumman, 1st vice-president, is at the far right.

also favors greater social activity between the members of the Mental Hygiene Department.

Dan Shea, Personnel Director of the Department, spoke briefly on the program of intra-hospital bowling, and stated that a meeting would be held in his office immediately after the meeting to formulate a plan for the successful operation of this league. Fred Walters expressed the thanks of the Association in having the Commissioner and the Personnel Director at the luncheon.

In conjunction with the ideas of the Commissioner, the Association voted to give a trophy to the winning bowling team, the winner to have possession for one year, and if winning it for three years to retain permanent possession.

### Fred Walters Supported

The Association voted unanimously to support Fred Walters for the 3rd Vice Presidency of the Civil Service Employees Association. Mr. Walters is a candidate

for re-election. It also voted unanimously to support Mr. John Harris of Letchworth Village for the office of Executive Committeeman, representing the Mental Hygiene Department, on the Civil Service Employees Association.

Mr. Walters, retiring President, expressed his appreciation for the support given him, during his two years as President, and asked for the support given him, during his two years as President, and asked that the delegates and officers, carry on the splendid work they have been doing.

President-elect Mannix expressed his gratitude for the confidence shown him. He stated that a vigorous campaign would be carried out during the coming year, for the benefit of all mental hygiene employees, and asked the cooperation of all chapters.

The meeting closed with a rising vote of thanks to Mr. Walters and Mrs. Blust for their work during the year.

## State and County Lists of Eligibles

Sr. Clerk, Long Island State Park Commission, Dept. of Conservation. (Prom.) Salary: \$2040 to \$2640.—Ackerman, Louise R., Babylon, 1; Northrop, Marion, Babylon, 2; Mcelligott, R. F., Brightwater, 3; Roach, Grace, Holbrook, 4.

Senior Clerk, Main Office, Dept. of Correction. (Prom.) Salary \$2040 to \$2640. \*\*Morse, Charles, Albany, 3; \*\*Kostens, Werner A., Troy, 2; O'Connell, Mary T., Albany, 3; Donahue, Genevieve, Albany, 4; Fleming, Margaret, Albany, 5; Mudar, Olga N. Troy, 6; Caravatta, Edith M., Albany, 7; Korfhage, Patricia, Albany, 8; Vanwie, Evelyn N., Albany, 9; Maloney, Muriel M., Troy, 10.

Guidance Supervisor, State De-

partments & Institutions. Open Competitive. Salary: \$3000 to \$6600. \*\*Overs, Robert P., E. Aurora, 2; Frankfeldt, Eli W. Coxsacke, 3; \*\*Kennedy, Albert J., Wallkill, 1; Corb, Martha, N.Y.C., 4; Klein, Reuben, N.Y.C., 5; Robison, Ruth L., Bedford Hill, 6.

Senior Clerk, Syracuse Dist. Office, Dept. Taxation & Finance. (Prom.) Salary: \$2040 to 2640.—Dobrowolski, Irene, Syracuse, 1; Hamilton, Charles, Syracuse, 2.

Principal Stenographer, Albany Office, Dept. of Insurance (Prom.) Salary: \$2520 to \$3120. Brown, Dorothy C., Albany, 1; Hayden, Elizabeth, Albany, 2.

Sr. Clerk, New York Unit, Dept. Public Service (Prom.) Salary: \$2040 to 2640.—Fisher, William B., N.Y.C. 7, 1; Sacker, Estelle,

Bklyn, 2; Kampf, Herbert, L. I. City, 3; McKune, James, Bklyn, 4.

Guidance Supervisor, All Institutions, Dept. of Correction (Prom.) Salary: \$3000 to 3660.—Bookbinder, Saul, Catskill, 1; \*\*Kennedy, Albert J., Walkill, 2; \*\*Dupre, Paul J., Albany, 3; Woluson, Peter J., Horseheads, 4; Carey, Ange F., Elmira, 5.

Probation Officer, Probation Dept., County Court, Kings County. (Open Competitive.) Salary \$3000 to \$5000.—Edinoff, Sidney, 508 Horne Ave., Bklyn, 1; \*\*Nechemias, Milton, 2; \*\*Smith, Alexander, 3; \*\*Edelstein, William, 4; \*\*Rutledge, Theodore, 5; \*\*Kritzer, Jesse B., 6; \*\*Martin, Charles, 7; \*\*Rosenbloom, David, 8; \*\*Pardi, Angelo, 9; \*\*Kaasmann, Edward, 10; \*\*Pfeffer, Frank, 11; \*\*Diskind, Meyer H., 12; Blaustein, Max, 13; Saltman, Elias B., 14; Greenspan, Israel, 15; Fisher, Sidney, 16; Milchman, Daniel, 17; Keller, Arthur, 18; Skobel, Saul, 19; Kaminsky, Irving, 20; Turk, Harry, 21; Mintz, Hyman M., 22; Feldman, Harry, 23; Rothman, Samuel, 24; Schoenberg, Esther 25; Horowitz, George, 26.

STATE AND COUNTY NEWS

Local Govt. Employees Celebrate

ALBANY, Aug. 2—At least nine municipalities in the state plan civil service celebrations during August and September with employees taking a big part in the activities.

Boat's Group Holds Advance

ALBANY, Aug. 2—Clarence W. F. ... Chairman of the Central ... Conference held a "cabin meeting," consisting of officers and committee chairmen of the conference, at the Utica State Hospital on July 24th.

Accident-Sickness Policy Continuation After Leaving Service

This is the eleventh of a series of articles concerning the Group Plan of Accident and Sickness Insurance for all Public Employees of the State of New York, who are eligible for membership in The Civil Service Employees Association, Inc.

CONTINUATION OF THE POLICY AFTER LEAVING STATE SERVICE

CHARLES A. CARLISLE, Jr., Ter Bush & Powell, Inc. The Group Plan may be continued after leaving State Service,

The non-occupational policy is held (see conversions, if the occupational policy is in force) and the policyholder is less than 70 years of age, and the policyholder is to be gainfully employed and not just retiring, and if not leaving because of ill-health or disability. Premium payment is required at least twice a year. (One of the reasons why the cost is low in the Group Plan is because of the payroll deduction system).

Provision number 3) causes a great deal of trouble with two classes of people: (1) women who soon to be married (or who are already married) and plan to become homemakers, and (2) those employees soon to go on pension. You no doubt understand why these policies can not be continued under these circumstances, and an explanation follows: In the first place, if a person is gainfully employed, disability does not result in loss of salary check and thus this type of protection is not needed, for there is financial loss. Remember, this is a person has no earning power, there is nothing to protect. It is carrying fire insurance on a home. If you sell your home and move into an apartment, why continue to carry fire insurance on

State-wide Promotion Tests Introduce Major Change

ALBANY, Aug. 2—The State Civil Service Commission will hold promotion examinations cutting across all departments.

The decisions to hold inter-departmental exams (described in previous issues of The LEADER) came last week after a variety of pros and cons had been ironed out.

The first examination will be that for Senior Account. It will set the standards for tests to follow. (The Account Clerk position pays an entrance salary of \$2,484, which includes a cost-of-living bonus of \$324. In addition, there are five annual increments of \$120. Applicants must have three months permanent status in Account Clerks or in some position of equivalent status.)

1. The resulting eligible shall be certified in the following order or priority:

- (a) The list in the promotion unit where the vacancy exists. (b) Upon exhaustion of this promotion unit list, the department-wide list, in the department where the vacancy exists. (c) The inter-departmental list, consisting of eligibles from all departments.

the Resolutions Committee, announced that his committee would meet in Syracuse on September 11th to adopt the proposed resolutions of the Conference group to be considered at the Annual Meeting in Albany in October.

E. Palcic, Business Director of the Utica State Hospital, welcomed the members and expressed his pleasure with the growing membership of the organization, and its accomplishments.

3 Months Probation 2. Appointments from the inter-departmental list shall be for a probationary term of three months:

- (a) During the three months probationary term of an employee promoted to another department from the inter-departmental list, his permanent position shall be held open for his possible return, and may be filled on a temporary basis. (b) If the services of the probationer are satisfactory and he is retained beyond the probationary term, his promotion will become permanent as of the date of promotion from the inter-departmental list. (c) If the services of the probationer are unsatisfactory, he will be returned to his permanent position at the end of the probationary term. (d) The probationer may elect, at any time during the probationary term, to return to his former position.

Cancellings Lists 3. Any promotion eligible list in existence at the time an inter-departmental promotion list for the same title is established will be automatically cancelled if it is at least two years old; otherwise, any such list shall continue to run

until two years, from the date of establishment, have elapsed, at which time it will automatically be superseded by the list resulting from the inter-departmental promotion examination.

Eligibility 4. To be eligible to compete in an interdepartmental promotion examination, candidates must have three months permanent status in the competitive class in a State department, agency, or institution, as of the date of the examination; and must have met, or must be reasonably expected to meet within nine months after the date of the examination, the minimum requirements for promotion to the position.

5. No candidate will have his name placed on the eligible list nor will he be eligible for certification or appointment until he has fully met the minimum requirements, including one year as a permanent competitive employee.

Exam Subjects 6. Interdepartmental promotion examinations will include the following subjects: Written test—relative weight 4 Service record rating—relative weight 2 Seniority—relative weight 3.

Albany Man Wins Prize For His Art

ALBANY, Aug. 2.—An exhibit designer with the State Health Department not only knows how to illustrate visual public health programs but landscapes as well. Howard J. Blanchfield, who has been an artist with the Office of Public Health Education for eleven years, has won the Henry S. F. Cooper prize for his watercolor painting in the 13th annual exhibiting of the Cooperstown Art Association.

Active in Art Groups Mr. Blanchfield, now taking his four-week vacation earned as a State employee, is well known in Capital District artist circles. He was an organizer of the Albany Artists Group and has served as a director of the Albany Print Club. The title of the prize-winning painting is "Autumn Hues—Otsego Countryside." Mr. Blanchfield lives at 127 McClellan Street, Schenectady.

OPPORTUNITIES FOR NURSES Vacancies now exist in the Institutions of the Department of Mental Hygiene, New York State, for Staff Nurse, \$2080 to \$3808 and Head Nurse, \$3312 to \$4140. For complete information apply to Department of Mental Hygiene, Albany 1, N. Y.

Shopping Guide

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# Civil Service LEADER

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TUESDAY, AUGUST 3, 1948

## Travel Allowance Points a Moral

THE Office of State Comptroller Frank C. Moore has done a workmanlike job in the manner by which it has raised travel allowances for State employees.

At a meeting with a committee of the Civil Service Employees Association, the Comptroller's aides were informed that travelling workers are finding all costs on the road up—gas, oil, insurance, car maintenance, hotel prices and meals.

The State had been paying 6c a mile to employees using their own cars on public business, and \$9 a day for living expenses. These figures did not accord with present-day costs, the employees maintained, and it was actually costing them money-out-of-pocket to travel for the State.

The Comptroller's Office set to work to gather all the relevant information. The study was detailed and thorough. It proved the employees were right. While the State did not go as high as the employees had expected (it was felt that 8c a mile was closer to the real cost), nevertheless, the Comptroller did go to the point where his figures led him. Car costs were raised to 7c a mile; living expenses to \$9.50 a day.

This is an illustration of one of the real advances made in New York State government. Today employees and management can sit down over a problem and work it out on the basis of facts, coolly and in a gentlemanly manner. Other States—and many local governments within the State as well—can learn from this demonstration what it is that makes good working relationships and better public performance.

## Per Diem U. S. Workers Need Consideration, Too

THE salaries of Federal employees were raised somewhat by Congress at the last session—not enough, but somewhat.

These raises did not apply to a large, important group of Government workers—the hourly and per diem workers at various Army and Navy establishments. The salaries of such workers is fixed by local wage boards, in accordance (theoretically) with the rates of pay prevailing in the communities where the work is being performed.

Now it was felt by the proponents of the Congressional pay raise that the local wage boards would be influenced to raise pay also. It is obvious that a man who works on an hourly or per diem basis has the same financial problems these days as does anyone else.

The wage boards have not, however, been in too great a hurry to make adjustments. Thus it happens that men work side by side—some of them on annual salary, receiving \$330 a year more than formerly; others, on hourly or daily rates, receiving no more than they have formerly.

Hourly and per diem rates of pay should go up—just as the price of meat has gone up.

Wage boards in the same areas should also clear with each other more effectively than they do. The LEADER learns, for example, that men in the New York area, doing the same work, are paid different rates by the Navy and by the Army. Of course, this doesn't make for good working relationships, because the lower-paid group always feels it is being slighted. Certainly there should be little trouble in establishing uniform pay standards.



THEY'RE already talking about the State gubernatorial candidate for 1950. In GOP circles, these names are being mentioned: Lieutenant Governor Joe R. Hanley, to succeed himself; Comptroller Frank C. Moore; D. Malory Stephens, powerful Assembly figure; William Bleakley, Westchester boss, and Ozzie Heck, Speaker of the Assembly. At this moment, despite his age, the betting is on Hanley. Which still leaves an open spot on the State ticket. If Frank Moore should get the nomination, there will be two open spots. So Republicans all over the State are angling—which makes more political hay, since they're angling for the good spots in Washington, too. . . . Don't be surprised if Paul Lockwood emerges as a gubernatorial candidate after a two-year build-up in Washington and a Dewey push. That kind of a background might put him over, politicians say. . . .

WHAT is Harry Truman's worth to private industry if he is defeated? Can he get a job as head of a university or an insurance company? No one knows. But the political crystal-ball boys foresee this kind of a deal: Truman might appoint one of the Missouri Senators (Donnell or Kern) to a long-term Federal job. And Truman himself would be appointed to the vacant Senatorial post by Missouri's Democratic Governor Phil M. Donnelly. This set up has interesting connotations: First, the two Missouri Senators are Republicans. One of them would be nominated to a high Federal position by a lame duck President, who himself would be appointed to the Senatorship by a lame duck Governor — for Donnelly must run again in this fall's election, and he too might lose. That's the kind of speculation the masterminds are going in for in the summer's heat. This strategy would have more point if the present Missouri Senators only happened to be Democrats. . . .

NYC Democrats are somewhat perturbed over the patronage-fat Surrogate situation. They had felt that when Hugo Rogers took over the leadership of Tammany, and compromised with Mayor William O'Dwyer on candidate Judge Mullin, that Mullin would then receive the ALP endorsement. Without ALP endorsement, Mullin is almost sure to lose to GOP candidate Frankenthaler. Enter Vito Marcantonio. That gentleman's candidate for the job is O. John Rogge, former U. S. Justice Department attorney. Rogge knows he won't win, but to him the job is a first-rate publicity build-up for lecture tours etc. If Rogge is nominated to the State Supreme Court, at the ALP judicial convention in September, there is still time for him to relinquish the Surrogate nomination, and the ALP endorsement to go to Mullin. But Rogge says he won't be party to such a deal. Now Tammany and ALP politicians are getting worried — they feel they can't handle Rogge. Rogge has a history of defying his bosses when he disagrees with them—to the beating of loud publicity drums. Marcantonio may be holding Rogge in the race simply to muscle out of the way John P. Morrissey, who is running against Marc for the Congressional seat in the district. But if Rogge won't withdraw, that deal can't be made. This is one time when Marc's way might not play Marc's way. . . .

## Merit Man



Robert K. Stilson

ANY public official who undertakes to tangle with Robert Kenneth Stilson is a brave man indeed. If the tangle isn't quite on the up-and-up, it's just too bad for the unwary gentleman on the other side of the ring.

There was a time, only a month ago, when the Schenectady Chapter of the Civil Service Employees Association was fighting for a pay raise. A local Supervisor from the 10th ward, by name Joseph Donnan, ran a poll among the residents of his area on the question of a pay raise. That poll revealed that the citizens in the 10th ward were overwhelmingly opposed to the proposed pay increase.

Stilson didn't like the way the thing looked. So he did a little studying of the situation. He showed that the poll was worded as to elicit exactly the answer which Donnan wanted, that it was in fact strictly a phony. He showed that Donnan's figures were all wet. And then Bob wound up with this haymaker: "It is unfortunate that the Supervisor was misinformed, and that the misinformation found its way to the public, endangering our efforts under the chapter to secure pay raises. I am sure residents of Bellevue would have shown a different attitude than that indicated by the poll, had Mr. Donnan taken the care to obtain correct information."

He proved to the City Council that Donnan's blast against adequate salary increase adjustments was filed with the Council after Donnan had voted a wage increase across the board for county officials and employees—a significant inconsistency. He rounded up the Schenectady newspapers on his side. One of them ran interviews of its own, getting completely different results from those Donnan achieved. Poor Mr. Donnan appeared to be a highly demolished politician before it was over.

### Wages of Yesterday

To the employees of the City Council, Stilson drove home his plea for a pay raise with this statement. "You can't expect city officials and employees to build a town of tomorrow on the wages of yesterday."

This year, Stilson and his chapter have pushed through raises both for city and county employees. He is now working on a revised, liberalized set of leave rules for county employees. Knowing Stilson, you can lay your bets he'll win this one, too.

### How to Do It

Bob Stilson is a brilliant example of the dynamic, aggressive leadership which is making itself felt at the county and municipal level of organization. He was in

at the beginning when the employees of Schenectady County organized themselves into the Civil Service Employees Association and he has served as President of the chapter since. In short period, the chapter achieved such local eminence it is heard out with respect, statements make the press particularly, and it is a clear force for good government in the area.

### Stilson's Advice

Stilson offers this advice: county groups in the process of organization, and afflicted with problems of salary and working conditions: "Prepare your case carefully. Know your facts, and present that case firmly, and be certain it's understood in the locality. Meet as frequently possible with the local legislative body, and do this as a group, individually. Exert the democratic process of arguing, kidding, convincing."

On organization, Stilson offers this advice: "In organizing employees, give them assurance that you are not just another political pressure group, but get them for political purposes. Make them understand that they will belong to something that sets high standards and principles for their welfare, a group that fights discriminatory practices and against other groups who encourage discriminatory practices. Let them know what the organization has accomplished in getting better pay and better working conditions for employees like themselves. Do this, and you'll have a tight, strong organization."

### Big Wheel in Lions Club

A lean, energetic, slow-speaking man, Stilson has enough "go" in him to participate in many civic activities. As Secretary of the Schenectady Lions Club, he gets out a brochure for the club, takes care of hundreds of letters and details and acts as liaison between his club and the Lions International.

### He's Done Everything

As a boy, he attended school "as rarely as possible"—in Schenectady. He knocked around good deal as a young man, finally getting into vaudeville with then well-known comedian, Frank Ford. In a farce comedy sketch Bob Stilson was Ford's straight man. He played the dapper, good-looking, well dressed character against Ford's shabby, low-comedienne appeal. He was on the road ten years, working the big vaudeville circuits. Later he went into food and merchandise retail business in Schenectady, and later, he opened a restaurant. During the war, he worked for General Electric as an expediter. In 1936 Bob came into Schenectady city government as Deputy Sealer of Weights and Measures. He won the job in open competition, and he holds it. The G. E. job was held in his spare time during the war years.

Stilson has always been interested in the welfare of employees and in the political side of local government, as it affects employees. In addition to his work in the Lions, he also belongs to the Masons and the Odd Fellows. He is married, and the father of three children; Carolyn, 11, William, and Andrea, 16 months.

### Indoor Sport

A celebrated poker player, insists that this talent came him only because he is allergic to sunshine, and thus had to develop an interesting indoor hobby.

His final word to people in county chapters is this: "You can look at the picture selfishly. Don't ever say, 'We've got a raise now, why pay more dues.' That raise is just a step in a never ending program for improvement."

## Inside Story of Exams

By H. J. BERNARD

A definite possibility continues to exist that a Patrolman (P.D.) examination will be conducted next year by the NYC Civil Service Commission. If not held in 1949 it will certainly be held in 1950, said President Joseph A. McNamara.

"We're hoping it won't be '49," he added, "but if it has to be, we'll go through with it on the usual schedule."

Such a schedule would call for a written test in March. There-

fore the period for the receipt of applications would be opened either late in December or early in January. The medical tests would be held in the spring and the physicals in the summer.

### List Won't Live Full Life

The last Patrolman examination produced about 4,500 six months ago. Its legal life would terminate in four years, or in 1952, unless the list were exhausted sooner. The prospect of an early new examination depends on depletion. As yet the Police Department is

unable to say how many Patrolman appointments will be made by July 1, 1949. When a clear indication of that figure is obtained, the decision on the holding of a new examination will be made.

"The present list will not last its full legal life," said President McNamara. "We'd like to hold the next examination in 1950, for it couldn't be held later than that, and also we'd then have all the time we need. But if it's to be a 1949 examination, though we won't have all the time we'll need,

we'll certainly need all the time we'll have."

### Bad News for Six Lieutenants

Mr. McNamara said that Corporation Council John P. McGrath had written the Commission, upholding the contention of H. Eliot Kaplan, counsel to petitioners in the case of Carey versus Morton, that the promotion to Lieutenant of six Firemen who had a disability rating of zero per cent would have to be revoked. In the Carey case the Court of Appeals held that the percentage disability had to be at least 10 before primary veteran preference applied. The zero per cent disabled veterans were pro-

moted before Supreme Court Justice McGehean held that at least 10 per cent disability rating was necessary.

Mr. Kaplan contended that the court order was retroactive.

The Corporation Council advised in favor of revocation of the certifications. The Commission is studying all six cases, to determine whether the eligible attained 10 per cent disability rating on or prior to the promotion dates. There have been such dates since the first decision. Therefore if any eligible come under the wire for either, will retain his promotion; in

(Continued on Page 12)



# Exams for Permanent Public Jobs

## State Opens 22 Exams in Many Occupational Fields

The State is looking for men and women who can qualify for jobs in 22 titles at salaries of \$2,622 to \$6,700.

Applications are being issued by State Civil Service Commission offices in NYC at 270 Broadway, and in Albany at 39 Columbia Street or the State Office Building. They may be obtained in person or by mail, but must be filed by Monday, August 23.

Appointments will be made in the fields of engineering, marketing, education, motion pictures, trades, laboratory work, pharmacy, dentistry and psychiatry. Give the number of the exam you're interested in when you apply.

All applications must be filed with the Commission at the Governor Alfred E. Smith State Office Building, Albany 1, N. Y.

Three examinations, Associate Cancer Radiologist, Senior Psychiatrist and Biochemist, are open to non state residents; the others are limited to residents only.

Complete information on each examination follows:

### MARKETING

**8208, Marketing Investigators,** Department of Agriculture and Markets. Three vacancies. Requires high school graduation and 3 years' experience in agricultural marketing; or satisfactory equivalent. Entrance salary \$3,036 which includes a cost-of-living bonus of \$396 this year. Five annual salary increases of \$120. Fee \$2.

**8208, Farm Products Inspector,** Department of Agriculture and Markets. Several vacancies. Requires U. S. Department of Agriculture license to inspect and certify 8 New York State farm products, high school graduation and 3 years' experience in inspecting and grading fresh fruits and vegetables; or satisfactory equivalent. Entrance salary \$3,036 which includes a cost-of-living bonus of \$396 this year. Five annual salary increases of \$120. Fee \$2.

**8207, Market Reporter,** Division of Markets, Department of Agriculture and Markets. Four vacancies for Market Reporter—2 in New York City, 1 in Syracuse and 1 in Buffalo; 1 vacancy in Buffalo for Market Reporter (livestock); 1 vacancy in New York City for Market Reporter (flowers); 1 vacancy for Market Reporter (poultry). Requires high school graduation, graduation from a two-year course in agriculture and 2 years' experience in dealing with fruits and vegetables, livestock, flowers, or poultry; or satisfactory equivalent. Separate eligible lists will be established for each specialty and candidates may compete in all options if eligible. Entrance salary \$3,714 which

## Air Force Engineering Positions

WASHINGTON, Aug. 2—Examinations have been opened in four engineering fields to fill positions with the Air Force at Barksdale Air Base, Shreveport, La. Applications will be accepted until Tuesday, August 17.

There are openings in the following titles: Architectural Engineer, \$5,232; Chemical Engineer, Water and Sewage, \$4,479; Mechanical Engineer, Air Conditioning and Refrigeration, \$6,235, and in four divisions of Civil Engineering—Construction, \$5,232; Installation Utilization, \$4,479 and \$5,232; Sanitary \$5,232 and surfacing and Paving, \$5,232.

Make application to the Executive Secretary, Board of U. S. Civil Service Examiners for the Shreveport Area, Post Office Building, Shreveport, La.

Applications and additional information may be obtained from the Commission in Washington at 7th and F Streets, or in NYC at 641 Washington Street,

includes a cost-of-living bonus of \$474 this year. Five annual salary increases of \$132. Fee \$3.

**PSYCHIATRY — DENTISTRY PHARMACY — LABORATORY**  
**8067, Associate Cancer Radiologist,** Department of Health. One vacancy at Roswell Park Memorial Institute in Buffalo. Requires graduation from approved medical school, license to practice in New York State, one-year internship and 5 years' clinical specialization in the treatment of Cancer, 3 in application of radiology and deep x-ray therapy; or satisfactory equivalent. Entrance salary \$6,700 which includes a cost-of-living bonus of \$700 this year. Five annual salary increases of \$275. Fee \$5. Open to non-residents.

**8212, Senior Psychiatrist,** State Departments and Institutions. Vacancies in all institutions of the Department of Mental Hygiene and at Matteawan and Dannemora State Hospitals, Department of Correction. Requires graduation from approved medical school, license to practice medicine in New York State, one year internship and 2 years' hospital psychiatric experience; or satisfactory equivalent. Entrance salary \$5,232 which includes a cost-of-living bonus of \$612 this year. Five annual salary increases of \$220. Open to non-residents.

**8196, Biochemist,** Division of Laboratories and Research, Department of Health. Four vacancies in Albany. Requires college graduation with specialization in science, graduate study in bacteriology and biochemistry, and two years' professional laboratory experience; or satisfactory equivalent. Entrance salary \$3,450 which includes a cost-of-living bonus of \$450 this year. Five annual salary increases of \$232. Fee \$2. Open to non-residents.

**8200, Dentist,** State Department and Institutions. Vacancies at Hudson River and Rochester State Hospitals, Department of Mental Hygiene. Requires license to practice dentistry in New York State and one year of dental practice; or satisfactory equivalent. Entrance salary \$4,342 which includes a cost-of-living bonus of \$522 this year. Five annual salary increases of \$180. Fee \$3.

**8206, Junior Pharmacist,** State Department and Institutions. Vacancies at Craig Colony, and at Binghamton, Central Islip, Gowanda, Marcy, and Willard State hospitals, Department of Mental Hygiene. Requires graduation from a recognized college of pharmacy and license to practice in New York State. Entrance salary \$2,760 which includes a cost-of-living bonus of \$360 this year. Five annual salary increases of \$120. Fee \$8.

**8211, Senior Laboratory Technician (TB),** State Departments and Institutions. One vacancy at Hermann H. Biggs Memorial Hospital, Ithaca. Requires college graduation with specialization in science and 2 years' experience in tuberculosis laboratory work; or satisfactory equivalent. Entrance salary \$2,622 which includes a cost-of-living bonus of \$342 this year. Five annual salary increases of \$120. Fee \$2.

### ENGINEERING

**8195, Associate Transportation Engineer,** Railroad Bureau, Division of Engineering, Department of Public Service. One vacancy in New York City. Requires license to practice professional engineering in New York State and 18 years' experience in construction, operation, and maintenance of steam and electric railroads, 2 years in charge of major construction or maintenance work; or satisfactory equivalent. Entrance salary \$6,700 which includes a cost-of-living bonus of \$700 this year. Five annual salary increases of \$275. Fee \$5.

**8203, Industrial Consultant,** Division of Commerce and Industry, Department of Commerce. Four vacancies in Albany and 1 in New York City. Requires college grad-

uation in mechanical or industrial engineering and 4 years' experience in industry or government, 2 years in responsible work in analyzing industrial problems; or satisfactory equivalent. Entrance salary \$4,110 which includes a cost-of-living bonus of \$510 this year. Five annual salary increases of \$180. Fee \$3.

**8204, Industrial Research Assistant,** Division of Commerce and Industry, Department of Commerce. Requires college graduation in mechanical or industrial engineering and 2 years' experience in industry or government, 1 year in analyzing industrial problems; or satisfactory equivalent. Entrance salary \$3,450 which includes a cost-of-living bonus of \$450 this year. Five annual salary increases of \$132. Fee \$2.

**8205, Junior Architect,** State Departments. One vacancy in Division of Housing, Executive Department and several in the Department of Public Works. Requires college graduation with specialization in architecture and 1 year of experience in architecture; or satisfactory equivalent. Entrance salary \$3,450 which includes a cost-of-living bonus of \$450 this year. Five annual salary increases of \$132. Fee \$2.

**8209, Senior Architectural Draftsman,** Department of Public Works. Several vacancies in Albany. Requires high school graduation and 3 years' engineering or drafting experience, 1 year in architecture; or satisfactory equivalent. Entrance salary \$2,898 which includes a cost-of-living bonus of \$578 this year. Five annual salary increases of \$180. Fee \$2.

### EDUCATION—MOTION PICTURES—TRADES

**8193, Assistant Industrial Foreman (Chair Shop),** Department of Correction. One vacancy at Great Meadow Prison in Comstock. Requires 3 years' experience in furniture manufacturing, 1 year as supervisor. Entrance salary \$2,622 which includes a cost-of-living bonus of \$342 this year. Five annual salary increases of \$120. Fee \$2. No written test.

**8197, Correction Institution Vocational Instructor (Electrical Appliance Repairs),** Department of Correction. One vacancy at Wallkill Prison. Requires completion of 9th grade or equivalent education and 5 years' journeyman experience in repairing electrical appliances. Entrance salary \$2,898 which includes a cost-of-living bonus of \$378 this year. Five annual salary increases of \$120. No written test.

**8198, Correction Institution Vocational Instructor (Masonry),** Department of Correction. One vacancy at New York State Vocational Institute at West Coxsackie. Requires completion of 9th grade or equivalent education and 5 years' journeyman experience in masonry. Entrance salary \$2,898 which includes a cost-of-living bonus of \$378 this year. Five annual salary increases of \$120. Fee \$2. No written test.

**8199, Correction Institution Vocational Instructor (Shoemaking and Repairing),** Department of Correction. One vacancy at Elmira Reformatory. Requires completion of 9th grade or equivalent education and 5 years' journeyman experience in shoemaking and repairing. Entrance salary \$2,898 which includes a cost-of-living bonus of \$378 this year. Five annual salary increases of \$120. Fee \$2. No written test.

**8213, Training Assistant,** State Departments. One vacancy in Albany in the Civil Service Department, 1 in Albany in the Health Department and 1 in New York City in the Labor Department. Requires college graduation and 4 years' experience in a personnel or employment office or in industry, 1 year in conducting a training program; or satisfactory equivalent. Entrance salary \$4,242 which includes a cost-of-living bonus of \$622 this year. Five annual salary increases of \$180. Fee \$3.

**8201, Director, Motion Picture**

Unit, State Departments, one vacancy in Albany in the Department of Commerce. Requires college graduation and 6 years' experience in directing or producing motion pictures; or satisfactory equivalent. Entrance salary \$6,700 which includes a cost-of-living bonus of \$700 this year. Five annual salary increases of \$275. Fee \$5.

**8194, Associate Education Supervisor (Research),** Department of Education. One vacancy in Albany. Requires college graduation with education major, 3 years of graduate study educational research and 3 years' experience educational research or satisfactory equivalent. Entrance salary \$5,232 which includes a cost-of-living bonus of \$612 this year. Five annual salary increases of \$220. Fee \$4.

**8210, Senior Education Supervisor (Research),** Department of Education. One vacancy in Albany. Requires college graduation, two years of graduate study in education and 3 years' experience in education; or satisfactory equivalent. Entrance salary \$4,242 which includes a cost-of-living bonus of \$522 this year. Five annual salary increases of \$180. Fee \$8.

### Promotion

**7115, Associate Supervisor of Vocational Rehabilitation,** Division of Vocational Rehabilitation, Department of Education (Prom.), \$4,638; five annual increases of \$180. Fee \$4. One vacancy in the New York Office and one in the Syracuse Office. (Closes Monday, August 16.)

**7117, Principal Supervisor of Vocational Rehabilitation,** Division of Vocational Rehabilitation, Education Department (Prom.), \$5,232; five annual salary increases of \$220. Fee \$4. One vacancy in Albany. Candidates who have already filed for No. 5330 Principal Supervisor of Vocational Rehabilitation do not need to file another application, but should submit a supplementary statement bringing their application up to date. (Closes Monday, August 16.)

**7114, Head Dictating Machine Transcriber (Prom.),** Department of Taxation and Finance. Entrance salary \$3,582, which includes \$462 bonus. In addition, there are five annual salary increases of \$132. Application fee \$3. At present, one vacancy exists in the Albany Office of the Income Tax Bureau. Candidates must be permanently employed in the Department and must have served on a permanent basis in the competitive class for one year preceding the date of the examination in a position allocated to G-6 or higher, and must have had four years of satisfactory responsible office experience including the successful use of dictating machines. Candidates must be thoroughly familiar with the work handled by the Transcription Section of the Income Tax Bureau; they must have the executive ability to delegate responsibility intelligently and to assign work with due regard to quality and quantity of production; and must have tact and good judgment in directing a large group of subordinates and in dealing with heads of bureaus and other employees of the Department. (Closes Thursday, August 12.)

### U. S.

**105, Office Appliance Repairman,** \$2,350, \$2,799, \$3,024, \$3,225. Vacancies in Washington, D. C., and vicinity. Requirements: Experience in the repair of office appliances. For two highest grades, experience in making parts for machines required. Some supervisory experience necessary for highest grade. No written test. (Closes Tuesday, August 17.)

**106, Medical Officer,** \$4,479 to \$6,235. For duty in Washington, D. C., throughout the United States, and the Panama Canal Zone. Requirements: Graduation from medical school; current medical and surgical license (waived for certain persons and positions); for two lower grades, full internship, either general rotating or in a specialty (waived for certain positions); for two highest grades, professional medical experience. Maximum age for Panama Canal Service, 45 years; for Indian Serv-

ice, 50 years; for other agencies, 62 years. 44- and 50-year age limits waived to 62 years, and 62-year age limit waived without limitation for persons entitled to veteran preference. No written test. (Open until further notice.)

**2-61-2 (1948), Orthopedic Technician;** (Leather and Fabrics), \$2284 to \$3351; (Metals and Plastics), 02498 to \$3727; (Plaster Molder), \$2284 to \$2974; (Shoe Modifier), \$2498 to \$3351; (Limb-maker), \$2498 to \$3727; (General), \$2284 to \$3727; (Shop Supervisor), \$3351 to \$3727. (Closes Thursday, August 12.)

**2-61-2 (1948), Orthopedic Technologist,** \$4479. (Closes Thursday, August 12.)

**4-69-1 Inspector (Poles),** \$4,149. For duty throughout the United States, in the Rural Electrification Administration. Requirements: Five years of progressive experience in preservative treatment and inspection of heavy timber products. At least one year of the experience must have been in inspecting treated poles or piles. No written test. Send application to the Executive Secretary, Board of U. S. Civil Service Examiners for the Department of Agriculture, Agricultural Research Center, Beltsville, Md. (No closing date.)

**99, Social Workers,** \$2,644 to \$4,149 a year. Application fee \$5. Applications can be obtained at the U. S. Civil Service Commission, Washington 25, D. C. This is an amendment to the previous order of the closing date. (No closing date.)

**58, Messenger,** \$1,690 a year. Only persons entitled to veteran's preference may apply. For duty in Washington, D. C. and vicinity. Requirements: eligibility in a written test. No experience necessary. No age requirements. (No closing date.)

**18, Stenographer and Typist,** \$1,954 to \$2,394 (most positions start at \$2,168). For duty in Washington, D. C. and vicinity, there will be a written test, including typewriting, general test, and stenography (for Stenographers only). (No closing date.)

**8-3-7, Mechanics,** including Auto Mechanic Helper, 94 cents to \$1.14; Junior Auto Mechanic, \$1.02 to \$1.33; Automotive Mechanic, \$1.11 to \$1.45; Auto Repairman, \$1.19 to \$1.45; Foreman Auto Mechanic, \$1.24 to \$1.73; General Mechanic, \$1.19 to \$1.45. Location of work is in the Army, Air force, Naval and Marine Corps Reserve Training Station in the metropolitan area of Omaha, Nebraska and the Engineers Corps in the Omaha district. Applications will be given and received at the Board of Civil Service Examiners, 1709 Jackson Street, Room 407, Omaha, Nebraska. (No closing date.)

## Training For Job Therapy

Women who wish to serve as volunteers in a useful field of activity may be interested in knowing of plans for the 10th Occupational Therapy Volunteer Assistants Training Course, scheduled to begin October 14. The 10-week course is under sponsorship of the New York State Association of Occupational Therapists and The Junior League of the City of New York.

Classes will be held on Monday, Wednesday and Friday afternoons in the Sunderland Room, St. James Episcopal Church, Madison Avenue and 71st Street, New York City. Those completing the course will qualify as aides to professional therapists who serve on the staffs of veterans, municipal and voluntary hospitals throughout the New York area. Nearly five hundred women have been trained in the nine classes for volunteers which have been conducted in the past six years, and they are now serving in thirty-five different hospitals.

Registration will take place, from October 5th through October 7th, at the office of the Occupational Therapy Volunteer Assistants Training Courses, 590 Madison Avenue. Information may be secured after September 1st, by telephoning PLaza 5-3354.

JOB NEWS

102 Spare-Time Money-Making Ideas for Women

(Continued from Page 1)

"Many New York women have created a business by marketing a homemade recipe or providing a needed food service. Food products that sell to the shops and inns include unusual confections, cakes, cookies, breads, jellies, jams, special sauces, relishes. Food specialties can also be sold on order directly to customers."

"There are other outlets for food products, women's exchanges, church fairs, community markets, farmers markets, roadside stands. Quantity output can be placed in neighborhood groceries, gift shops, bakeries, candy and luxury food shops, tearooms, hotels, quick lunch spots. Many non-perishable items can be sold by mail order."

Do You Sew?

If your talent is sewing, the booklet advises:

"Extra skill, imagination and, above all, style in design are needed, or the products must have specialized appeal. Profit possi-

lities lie in articles for which people are willing to pay the extra cost; luxury items on which the handmade label adds value, items which aren't otherwise available on the market."

"New York State women have found that these needlework articles sell: infants' wear, lingerie, blouses, accessories, aprons, tea sets, handmade lace dollies, sachets, sewing bags, toys, dolls and novelties."

"Outlets include women's exchanges, guild and community markets, gift shops, specialty shops, department stores."

While the demand for needlework articles is limited, the demand for sewing services is wide, we learn.

The booklet warns that success depends not on ability, but on the demand for the service performed.

Community Services

Use your imagination, the booklet advises. Almost every com-

munity can support such a service as repairs, baby-sitting, a placement bureau and some type of party service.

"Sometimes groups of women are able to develop a profitable enterprise by combining their natural resources and pooling their talents. In this way women whose husbands raise turkeys have gone into business together to market canned turkey products. In another community women have set up a country store and inn, one woman contributing hotel management, another her cakes and another 'shirt-tail' aprons made from scraps in her sewing basket."

Home Shops

Successful home shops range from custom millinery and alteration centers to swap and thrift shops. Party services are a good "once-in-awhile" business. Children are an important consumer group and services catering to their needs are on the increase; these include baby-sitting agencies, tutoring, day nurseries, day camps, children's party services, story-telling and baby butler services which supply everything from baby foods to bibs and blanket pins.

Mrs. Fix-It

Household needs, the ingenious brochure informs, are also a good way to gather up those extra dollars. Odd-job services are a favorite, from matching samples to leaving things at the cleaners. Shopping services, Mrs. Fix-It, spring cleaning services, opening and closing houses in resort areas, sports equipment repair centers, sweater laundries in college towns, and wrapping services—all these are good, and women have made money out of them.

Special Skills

Then, of course, there are the special skills. The typist can have a field day for herself with the current demand. Any woman who can finish antiques—or is willing to learn how—can cash in on what is becoming a growing business. Specialized design stenciling, repairing furniture or dolls, making toys, jewelry, lamps, or woven goods, are all valuable ways of earning additional shekels in one's spare time.

Classes

Classes for adults and children.

TYPISTS

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The New York Women's Council—a group of 35 leading women appointed by the Governor—works with the Commerce Department to widen opportunities for women. You can get expert guidance if you want to start a business.

And if you want a copy of the money-making booklet, write to the State Commerce Department, 112 State Street, Albany, N. Y. Here's luck to you!

SCHOOL DIRECTORY

AMERICAN ART SCHOOL—Summer Classes, Day—Evening and Saturday Mornings. Drawing & Painting from Life, Advertising Design. Approved for Veterans. 3410 Broadway, N. Y. 21. LO 8-3660.

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Academic and Commercial—College Preparatory BOSS HALL ACADEMY—Flatbush Ext. Cor. Fulton St., Bklyn. Regents Accredited. MA 2-2447.

THE AMERICAN CRAFTSMAN SCHOOL, Inc., 224 West 4th Street, ALgonquin 5-4488. Handcrafts, instruction, all branches, including Woodwork, Jewelry, Pottery, Leathercraft. Day-evening. Enroll any day.

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A. L. R. DRIVING SCHOOL—Expert Instructors. 690 Lenox Ave. AUdubon 2-1438.

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BARBER SCHOOL

LEARN BARBERING. Day-Eves. Special Classes for women. GI's welcome. Atlas Barber School, 21 Bowery. WA 5-0933.

Business Schools

WASHINGTON BUSINESS INST., 2105-7th Ave. (cor. 128th St.). Secretarial and civil service training. Moderate cost. MO 2-8086.

GOTHAM SCHOOL OF BUSINESS. Secretarial, accounting, comptometer, English-Spanish shorthand, indiv. training. Day - Eves. Co-ed. 505 Fifth Avenue (42nd St.) VA 6-0034.

MANHATTAN BUSINESS INSTITUTE, 147 West 42nd St.—Secretarial and Bookkeeping, Typing, Comptometer Oper., Shorthand Stenotypy. BR 9-4181. Open eves.

MERCHANT & BANKERS. Co-ed. 57th Year—320 east 42nd St., New York City. MU. 2-0986.

HEFFLEY & BROWNE SECRETARIAL SCHOOL, 7 Lafayette Ave. cor. Flatbush, Brooklyn 17. NEvins 8-2941. Day and evening. Veterans Eligible.

MONROE SCHOOL OF BUSINESS. Secretarial, Accounting, Stenotypy. Approved to train veterans under G.I. Bill. Day and evening. Bulletin C. 177th St., Boston Road (E K O Chester Theatre Bldg.) DA 3-7300-1.

Business and Foreign Service

LATE AMERICAN INSTITUTE—11 West 42nd St. All secretarial and business subjects in English, Spanish, Portuguese. Special course in international administration and foreign service. LA. 4-3835.

Drafting

COLUMBUS TECHNICAL SCHOOL, 136 W. 30th bet. 6th & 7th Aves. Draftman training for careers in the architectural and mechanical fields. Immediate enrollment. Vets eligible. Day-even. WA. 9-6025.

NATIONAL TECHNICAL INSTITUTE—Mechanical, Architectural, job estimating in Manhattan, 85 W. 42nd Street. LA 4-3929, in Brooklyn, 80 Clinton St. (Bore Hall). TR 5-1911. In New Jersey, 116 Newark Ave., BERgen 4-2250.

Investigation

THE BOLAN ACADEMY, Empire State Bldg.—JAMES S. BOLAN, FORMER POLICE COMMISSIONER OF N. Y. offers men and women an attractive opportunity to prepare for a future in Investigation and Criminology by Comprehensive Home Study Course. Free placement service assists graduates to obtain jobs. Approved under G.I. Bill of Rights. Send for Booklet L.

Mechanical Dentistry

THE NEW YORK SCHOOL OF MECHANICAL DENTISTRY (Founded 1929). Approved for Veterans. MANHATTAN: 128 West 51st St. CH 4-4061. NEWARK: 128 Washington St. MI 2-1908 (15 min. from Penn Sta.) Day-Eve.

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NEW YORK CITY NEWS

The Human Beings Who Work for NYC— Or, a Study in Unclassified Job Confusion

ARE YOU a City employee? Do you work in the Hospitals Department? Are you a Welfare investigator? A sanitation man? A stenographer, typist, auto engineer, personnel director? Are you one of the 180,000 human beings who work for the City of New York, and isn't quite sure just what your salary rights are, where you fit in the promotion scheme, and why someone else doing the same work as you do gets a different salary for it?

Perhaps the worst thing about New York City's civil service is its atrocious classification system—"classification through confusion." Because it is stated in such simple, easily-understood terms, The LEADER begins this week a series of articles consisting of a study made for the Citizens Budget Commission. The articles deal with a "weighty" subject, yet are so lightly written as to be a kind of hallmark in writing of this kind. Every NYC employee and official should read this series. The LEADER adds that a study of the excellent New York State Field-Hamilton law ought to be a prelude for any changes to be made. But the changes must come—sooner or later they must come, if the City is to work its way out of incredible confusion—incredibly costly confusion, it may be added. The City desperately needs a decent pay plan, must stop the wastage of manpower.

Now you can start reading the report itself. And please don't skip anything—this is too important!

The People Who Work for Us "Government of the people, by the people, for the people . . ." Abraham Lincoln appreciated intensely that government is the people, but most of us tend to think about our government—national, state and municipal—as an abstraction. Our government is composed of people like ourselves. One out of every fifty persons in the City of New York works for the municipal government. This means that forty-nine of us employ our fiftieth neighbor to work in our government for us.

The cost of employing this army of our neighbors is a half billion dollars a year—approximately half of the total annual budget. But that is only part of the story. The remainder of the story is the human element. We have 150,000 employees, almost 190,000 if we include certain quasi-City agencies. We the people of the City are the largest employers in the City of New York. We have a right and a duty to concern ourselves with the welfare of our employees.

Plain Talk about Personnel Double-Talk There has been much loose thinking and looser talking about City personnel problems, particularly about the classification of positions in the government, for as long as the memory of living man. There may be reasons why

the subject has not been treated realistically. If there are such reasons, we do not know any that warrant evasion or failure to approach the subject directly now.

This section of our report pivots upon the five departments under study, but the weaknesses in personnel administration are City-wide. And, therefore, illustrations of those weaknesses are cited from both the subject departments and other departments in pointing up the following observations.

Our study has made it clear that one reason why there has been so much difficulty about the City's personnel problems, is that personnel administration in the New York City government is a wonderland of technical gobbledegook. It is cluttered with terminologies that confuse the uninitiated. Another reason is that words like position classification, job analysis, class specification, salary standardization, service rating and others have been made to appear formidable and frightening. In discussing the problem we find that we too have to use these words because they are a kind of common coin, but the misinterpretation of these words in the past cannot defeat plain talk if there is a will now to think simply.

Business Administration In the business world there are certain axiomatic principles. They have been tested by time and by the most practical test of all—namely, that they work.

One of these principles is that

when you go out to find a person to do a job, you first have to know what the job is. You have to know what the work is in order to decide how much it is worth in dollars to have the work done. After that, you look for a person qualified by education and experience to do the work.

Another important fact is that you have to give the person you employ a chance to get ahead. You have to help train him to do his work effectively, evaluate his services fairly and give him an opportunity for promotion. If an employee cannot progress, he can hardly be blamed if he loses interest and his work suffers. Stagnation is the enemy of production.

Government Administration

The principles that apply to employment in business are similar to those in government. But because the profit motive is lacking as a spur, we have had to learn through long and bitter experience that we must have a systematic merit system in government. We have taken the first step against abuses of public funds by requiring most people who are to be employed to demonstrate their fitness to do the work for which they are employed. But we have not taken many of the steps that should follow.

Necessarily, there has to be a certain amount of order in the administration of government personnel. This does not mean that there can be no flexibility. In any well devised system of government employment there can be adequate preservation of flexible operation without opening the public treasury to wasteful expenditures.

As part of the machinery to accomplish this goal, professional workers in the field of personnel administration have devised what they call a "Position Classification."

This is a system which studies everything important about all the jobs in the government service and tells exactly what the work consists of, and arranges the jobs in a definite order so that everyone who does the same kind of work is given the same kind of title and can get the same kind of pay. The employee in the job then knows to which job he can be promoted, and the employer knows what kind of person he needs to fill any position that becomes vacant.

Household Administration

Our City hires firemen and policemen who are trained to do a certain technical job. Frequently, however, it assigns them, and even sergeants, lieutenants and captains, to do the work of clerks or typists for which they have not been hired or trained. A visitor to these departments and also the Sanitation Department would find a remarkable amount of one-fingered typing.

If a housewife were to employ a trained nurse to wash the clothes and a porter to advise her on interior decoration, her neighbors would tap their skulls suggestively, and she might eventually find herself regarded as being quite out of her senses for employing people, as the personnel technicians say, "out-of-title." Her neighbors would know that a trained nurse gets more money, and properly so, than a laundress, and they would think it wasteful and silly for her to employ a skilled person to do that work. They would also believe that a porter is, generally, not likely to be in-

formed on interior decoration, and they would think that she was wasting a lot of money by taking his advice.

If this housewife would adopt a "position classification," it would be quite simple. It would consist of two titles—one would be laundress and the other would be interior decorator. She would also know exactly what work each person would do. She would employ a laundress to wash the clothes and an interior decorator to suggest how to furnish her home.

For her purposes, a "position classification" is as simple as that. Of course, if there are 150,000 jobs involved, they would have to be arranged in logical order, and some other matters would also be involved, but this is the basic principle.

That is not all. In order to make the position classification work, the housewife would have to go a step further. She would have to decide what she should pay for the work done. Of course, she would have to give some attention to how much her neighbors are paying for the services of a laundress. The technicians sometimes call this the rate of pay prevailing in the community. The housewife would decide, in view of these facts, how much she should pay for the work. She would then make the same decision on how much she will pay, based upon the work to be done. She has adopted what the technicians call a "pay plan" to go with a "position classification."

For her purposes a "pay plan" is as simple as that.

Now a housewife might then go to an employment agency to hire a laundress and perhaps to her neighbors to get suggestions on a good interior decorator. This is her way of "recruiting personnel."

The Black Book of Classification The Civil Service Commission is the employment agency for the City of New York. Its problem is also to do for Father Knickerbocker's 150,000 jobs what the housewife has to do for two.

To maintain some semblance of order, the Commission has published a 262-page black-covered book which it calls its "Rules and Regulations." In this book we find what the City is using as a Position Classification. The City's employees are grouped into two "services," the "classified" and the "unclassified." One of these services, the classified service, is divided into four "classes." The biggest of these classes is called the "competitive" class. This class is also divided, into forty-six "services" which are also known as "parts." Already you can see that we have two kinds of "services"—one a big service and the other a little service.

We have made a thorough analysis of the classification book, and in the following chapters we discuss many of the matters that are bound to bewilder employees and administrators, unless desirable clarifications are forthcoming.

\* The study of personnel administration was directed by Dr. John J. Furia, assisted by Harold A. Winslow, Harry Reiner, Pauline Rogers, George Fescove, Victor Johnson and George Maxim.



One of the interesting little illustrations in the booklet put out by the NYC Health Department to help its employees understand their jobs.

Health Dept. Makes Its Book of Rules Fascinating Stuff

The New York City Health Department this week completed a new employee handbook, "You and Your Department of Health," to replace its older and drier book of rules.

This handbook is designed to acquaint new employees with customs, regulations and procedures of the Department in language which will be meaningful to any employee who picks it up. Copies will also be given out to present employees so that they can become familiar with all phases of departmental work.

Personnel Director William Brody first visualized the new handbook back in 1945. "The former book of rules" he said, "consisted almost exclusively of a series of don'ts, and we are getting away from that entirely by telling the employee what he is allowed to do, what he has a right to expect, and what his privileges are. We also have endeavored to print it in attractive style and format."

A special feature is the illustrated "organization chart." The reader can see at a glance just how the Department functions and what services it includes. This is important in an organization of 4,000, where the individual employee is apt to lose touch with what goes on aside from his special job.

How the Employee Fits The next page is headed, "And This Is How YOU Fit Into the

Picture." Underneath is another chart—this one blank, so that the new employee's job can be literally "drawn" in. He'll understand in what regard his job is important; why he himself is a vital part of the over-all organization.

There are full explanations of subjects the run-of-the-mill rule book doesn't usually touch on. Illness or death in the family, airing of grievances and other personal matters are dealt with, as well as wages, hours, vacations, advancement and retirement.

Mr. Brody announced that 2,000 copies are now ready for distribution. One thousand of these will go to the twenty-one district offices. The other thousand will be mostly reserved for new employees. A few will be given to Bureau Directors at Departmental headquarters. Four thousand additional copies are on order, and will be ready by the end of August.

Mr. Brody and Karl Pretschold of the Department's Press Relations planned and wrote the book. Art work was done by Tom Darling

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of the New York Tuberculosis and Health Association.

Revisions Coming

As changes are made in the Department, and as suggestions are received, it will be revised. Mr. Brody pointed out that employee suggestions played an important part in formulating the book as it now stands.

With each copy two letters will be given out. One invites suggestions and criticisms. The other, directed especially to new employees, reads in part, ". . . we realize that going on a new job is very much like entering a new school . . . those already in the Department of Health are prepared to give a cordial welcome to newcomers . . . we want you to take pride in the fact that you are a member of the largest city health department in the world, and to realize that you or anyone else who contributes to the public health is giving a fine service."

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# NEW YORK CITY NEWS

## Inside Story of Exams

(Continued from Page 8)

earlier instance without loss of seniority, in the later instance with loss of seniority represented by the intervening period. The last promotions were as of June 16.

### Sanitation Department Lists

The disabled veteran claimants in the Foreman, Sanitation Department, promotion examination have been called for interview. There were 31 claimants. One candidate withdrew his claim. Five candidates failed to submit the required forms. As there are 17 vacancies, all will be filled by disabled veterans as soon as the Veterans Administration clears the certificates, all of which have been submitted to the VA.

The Sanitation Man, Class B, eligible list will be promulgated any day. It was published by the Commission a couple of months ago. Promulgation will permit immediate appointments. There are 600 disabled veteran claimants.

"We have to clear the DV claims before we can promulgate the list," explained President McNamara.

Also the Lieutenant (P.D) list will be published any day. It was held up purposely, pending decision in the case of Patrolmen who protested the multiple "best" answers in the examination for promotion to Sergeant. The Court of Appeals affirmed the lower courts' finding that there could be only one "best" answer. Some multiple "best" answers were in the official key of the Police Lieutenant examination. The same method, of selecting only one final key answer, or, if that seemed untenable, knocking out the question entirely, was followed in the Police Lieutenant examination as in the final disposition of the Sergeant examination problem. The Sergeant key has not been finally revised, because more complex problems arose, but completion is expected in a week to 10 days.

There is no heat on to get out the Lieutenant list, although the

former Lieutenant list was exhausted a few months ago by the promotion of 82 Patrolmen. The demand from the Police Department is for the Sergeant list. The Commission says that it is processing this as fast as possible.

### Conflict on Schick Law

President McNamara has written to Police Commissioner Arthur W. Wallander, inquiring whether he would join in asking an opinion from the Corporation Counsel on a construction of the Schick local law which reduced from five years to three the time a Patrolman had to serve before attaining top grade and pay. The bill provided for attainment of first grade in three years, but excepted candidates in the recent Sergeant examination, the one contested in the courts on the multiple "best" answer score. Thus a contradiction exists between this law and the Administration Code, which makes the first grade decisive of eligibility in promotion examinations, says the Commission, and has to be settled.

The petitioning Patrolmen in the "best" answer test case, headed by George Blumenthal, say that they insist that the Commission abide by the provisions of the Schick law, and if it fails to do so, will sue to compel it. The First Grade Patrolmen who have not been five years in the job say that if the Schick law is followed, in respect to excepting the Sergeant candidates, they will sue to prevent what they call the practice of arrant discrimination. So, either way, the Commission expects a law suit, and that would delay the promulgation of the eligible list for nearly a year, certainly at least for eight months.

### McNamara Praises Brennan

President McNamara commented on the huge task that the Medical Bureau of the Commission is now performing. It is examining from 400 to 600 persons a day, almost exclusively in connection with the Fireman examination test. Last week, working six days, the bureau tested 2,800 in the Fireman exam, besides 71 Bookkeeper candidates and 2 Cashier candidates. "That's a real accomplishment," said President McNamara, "and it is a pleasure to report the Commission's appreciation of the grand job that Paul Brennan is doing."

Paul M. Brennan is director of the Medical-Physical Bureau. It was learned that the Commission will recommend him to Budget Director Thomas J. Patterson and the Board of Estimate for a merit increase in salary.

### Welfare Dept. Ratings

The Commission received from 70 Welfare Department employees appeals from service ratings as revised downward by the Commission. It is expected that the Commission will dispose of these objections

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tions swiftly and that all of them will be denied. A union delegation that visited President McNamara was given that impression, for Mr. McNamara told them that he had conferred with Commissioner Raymond M. Hilliard, of the Welfare Department, who had agreed with Mr. McNamara that certain employees had been picked by their supervisors for higher jobs and given higher efficiency ratings than they deserved, to help them to get the jobs by promotion examination in which record and seniority count 50 per cent, and thus they would have gotten a handicap benefit in the written test as against unfavored candidates.

Of the 370 rated, the appeal by 70, or nearly 20 per cent, was higher than the Commission had ever experienced before, but it was made clear that that fact would in no way influence the result.

The LEADER was first to break the story about the Commission cracking down on Welfare Department service ratings, a week before the daily newspapers published their own versions, based on what the LEADER had revealed.

### Door Open to Employees

President McNamara made it clear that he is always glad to take up with employees and their representatives whatever grievances they have. As for his own department, he maintains an open door. Any employee of the Commission may see him personally within 48 hours, and bring with him whom he chooses, friend or lawyer or any other representative or advocate. The employees are utilizing the opportunity more and more, visiting him mostly alone. Some just grievances were brought to his attention this way, President McNamara admitted, and he did or is doing what he can to have them corrected.

Stricter Rules on Attendance The Commission has become firmer on its time regulations, especially in regard to absences and lateness, but persons seized with illness while at work are not penalized for being allowed to go home early, by an interpretation made by President McNamara. He insists that there must be proof of bona fide illness sufficient to convince the bureau head, who decides on penalty-free early-quitting.

Asked if there was much abuse of sick leave in the Commission's office, Mr. McNamara answered in the negative, but thought that the problem might be acute in large departments.

### Three Lists Delayed

Probably no medical or physical examinations will be held until October, other than for Fireman, which affects particularly the examinations for Attendant, Auto Engineman and Clerk, Grade 2. The Medical-Physical Bureau could not add any extra load to the medical testing of Fireman candidates and the physicals for the combined Transit Patrolman-Correction Officer-Bridge and Tunnel Officer examination, Mr. McNamara reported. Until the medicals and physicals are completed in the delayed examinations, the eligible lists can not be promulgated, hence can not be certified for appointments. First certifications in late October seemed likely. Attendant and Clerk, Grade 2 are large examinations.

The medicals in the Transit Patrolman - Correction Officer - Bridge and Tunnel Officer examination have been completed.

### Speed-up Method

As soon as the physicals are completed in large examinations, NYC begins investigation of veteran preference claims, especially disability claims by veterans. Both medicals and physicals are held before a candidate is officially notified that he passed the written test, but the call to the medical, Mr. McNamara said, may be taken as assurance that the candidate did pass the written, and a call to the physical, assurance that he passed both the written and the medical. No notices are sent out to passing candidates until the examination is completed, except failure notices.

The last of the Fireman candidates are being notified to appear for the medicals.

### Outlook for Next Year

As to the outlook for next year, Mr. McNamara said that the ex-

## Tribute to Denny Mahoney

DENNY MAHONEY was always my answer to those who smugly tell you that public employees are dull and stodgy people. No matter what life work he would have chosen, Denny was bound to make people happy and to make this a better world.

Denny picked out the New York City Police Department as his life's work. It was only natural that in time he would have become a detective, for that was the sort of work for which he was so aptly fitted.

It was only natural, too, for Denny to become one of New York City's most lovable people. In time he knew everyone in the city—big and small, mighty and weak—and everyone came to appreciate his goodness and his heartiness.

I was among the fortunate ones who knew Denny a little better than did the thousands to whom he always waved a cheery hello. I first got to know him when I was civil service editor of the New York Mirror, and he was in my corner from the day I started. To me, Denny was not only a great friend and a fellow to pull one out of any sadness, but he was a fine public servant. As publisher of a Civil Service newspaper, I came to understand just why Denny had started the Detectives, Endowment Association and why his fellow workers kept him as their president for twenty-five consecutive years. I learned to respect and admire him for the wisdom he showed in expressing the wishes of his fellow workers, and for the soundness of his proposals.

Denny died in the line of duty, and if he had to choose a way to die, that's the way he would have wanted it. Denny was shot in the stomach in a hold-up twenty years ago, and his death was directly attributable to the bullet that could never be removed.

He was a warm, decent human being. I feel I have lost, and the City of New York has lost, a friend of rare excellence.

JERRY FINKELSTEIN

## NYC Promotion Eligible Lists

5362. Foreman, Grade 3, President of the Borough of Brooklyn, (Prom.) John A. Mulvihill, Joseph T. Sheridan (V), Thomas J. McDonald, George E. Fitzroy, John Donohue, Michael Gorman, John Cox (V), Wilfred C. McInnis (D), Bernard J. McNulty (D), Richard Kirk, Morris Sporn (V), Robert T. Monds, James Demierl (V), Joseph F. Carey, John H. Gall.

5363. Foreman, Grade 3, President of the Borough of The Bronx, (Prom.) Edward F. Martin, Joseph Socia, Eugene J. Farrell (D), Matthew A. Lynch, John V. Maguire (V), George P. Hicks, Leo N. Kerrigan, Harry J. Lutters, John Borowski (V), Philip S. Claramella, Lester B. Harms (V), James J. Finn, Peter M. Russo, Joseph Verdeciano, James F. Lively, Victor S. Scarno (V), Louis Bortugno, Sydney Simon, Thomas R. Boylan, Joseph Monahan, Louis J. Lapenna (V), John P. Yallo.

5362. Foreman, Grade 3, President of the Borough of Queens, (Prom.) Valentine Goepfert, Harold J. Casey (V), Charles A. Hogan, Harold R. Norton, Richard

P. Donlon (V), Harold B. Griffiths, James J. Fitzpatrick (V), Charles Herzberg, Lester R. Ziegler, James T. Barry, William J. O'Brien, William F. Myers, James P. Tinkler Jr., Henry D. Tagliabue (V), George L. Bushman (V), John T. Kohler, Joseph J. Meehan, Louis F. Volkmer (V), Joseph C. Brennan, John J. Smith, Thomas J. Joyce, Harry T. Hillmann Sr. (V), Raymond C. Barto, Frank C. Clay, Bennie E. Molese, Joseph F. Shepherd (V), Paul Maranzano (D), Iver Albert, Jacob Burkholz.

5291. Foreman of Mechanics (Motor Vehicles), Sanitation, (Prom.) Harry L. Schneider (V), Thomas B. Burns (V), Peter J. Andrews, Charles Kraus, Edward E. Kauff, Henry Seguine (V), Charles Vogt (V), Pierre J. Michaux (V), Murray Eisenberg (V), William J. Cohane (V), Herbert Fritz, Francis J. O'Sullivan, Rocco D'Amato, August J. Dawson, Henry T. Rubis (V), George Lipschitz (V), Anthony C. Carroll, Arthur J. Nelson, Kenneth R. Douglas (V), Joseph A. Sheridan, Frank P. Platnick (V), Paul J. Kenny (V), Emanuel L. Rappon, Walter Curren, Mervin Marks Jr. (V) Denotes veteran preference claim. (D) Denotes disabled veteran preference claim.

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NEW YORK CITY NEWS

149 Vets Precede Top Man On NYC Park Foreman List

The New York City promotion list to Park Foreman Grade 2 has been released by the Civil Service Commission. The positions in the Department of Parks will raise the status of many appointees, although the total number of those to be appointed during the life of the list was unavailable as the LEADER was going to press. The final number of names on the list is 252.

Top man is Herman Dueter, of 424 60th Street, Brooklyn. However, he will be preceded on the final list by 149 veterans, disabled and non-disabled, before he becomes eligible to get the job. Second man on the list is Murray Hochman, of 9841 93rd Drive, Queens, who is also a non-veteran, and will have to wait his turn for appointment while 150 men are in line ahead of him.

The first name among the disabled veterans is Anthony S. Carlantone, 24 Metropolitan Oval, Bronx, and he will, under the law, be the first name up for appointment to the Foreman post. His grade of 86.12 makes him number 3 in terms of the actual earned mark.

The list follows. The letter D next to a name means disabled veteran, the letter V means non-disabled veteran.

Promotion to Park Foreman, Grade 2. (Men Only), Department of Parks (Prom.)

1-50

Herman Dueter, Murray Hochman, Anthony S. Carlantone (D), Jack Goldstein, Edmund Przetakiewicz (D), Lawrence V. Kenny, Francis J. Crotty (V), Nathan Imowitz (D), Gilbert Coleman (V), Richard Hite (V), William M. Doyle (V), George T. Dooley (V), Anthony T. Gadzinski (V), George W. Griffin, Nicholas Lobmeyer, Rudolph Miller, Norbert F. Hammer (D), Louis M. Spina, William F. Dawson, Milton J. Kennerth (V), Warren A. Irwin (V), Louis Buchbinder (D), Edward C. Biggs, Guido Guidi (D), Samuel S. Sharkovsky (V), Walter V. Rudolph (V), Edward Herrmann Sr., Henry Bergamisi (V), Walter W. Schroeder, Lyman Berto (V), John Siriani, Joseph F. Gattung (V), Nathan Tankenbaum (D), John J. Gronowski, Thomas J. Killelea, Norman J. Clark, Leo R. Eisele (V), William M. Flynn (D), Alexander W. McIntosh (D), Otto Masick (V), John J. Madden (D), Hercule H. Trudel (D), Dominick Desetta (V), Joseph P. Reardon (V), Thomas F. Kelly (V), George Joseph, Dominick A. DeSalvo, Charles B. McCann (V), Thomas F. Murray, Harry Balliff (V).

51-100

Neal V. Flanagan, John F.

Burke (V), Patrick F. Callahan, Arnold J. Simon, Jesse C. Reynolds. 151-200 Peter P. Rossi, Albert P. Barisky (V), Martin Molloy, Joseph C. Tillmann, Edwin J. Meade (D), Martin P. Schaick, Walter W. Childs, Douglas E. Kenny (D), Alexander Pecomas (V), John S. Mantovi, Anthony Lobat, Joseph G. Purcell (V), Aaron Rackenstein (V), John Wojciechowski, Vincent Colangelo, Thomas A. Daniello (D), Carmine Sarlo (D), John Mercurio (D), Daniel MacNeil, George Mantovi (V), Francis X. Byrnes (D), William J. Harquail Jr. (V), Greville J. O'Brien (V), Almer Frey, Edward Nosal, Joseph Shuski (V), Frank C. Meehan (D), John J. Corbett, Jr., Joseph A. Fulco, James J. Corbett (D), Gilbert F. McCormick, Fred Geisberger, John Kulick, Eric Elo (D), Joseph J. Spagnolo (V), Harvey T. Briell (D), Walter H. Potorski (V), William V. Paschke (V), Eugene P. Doris (V), John J. Scibelli (V), Herbert R. Williams, David Singer, Arnold A. Boxman (V), John J. Mooney, Francis Breen, James C. Cumberland (V), Anthony J. Bencivenga, Fred A. Beckman, Louis J. Liotta, Francis J. Gates (V).

101-150

Nathan Slavin (V), August Bogdanowicz, Edward J. Rossol (V), Edward J. Boyle, Walter A. Schwarzer (V), Edward Stanko, Charles A. McCormack (V), George D. Russell (V), George J. Rossi (D), Felix Clezewski (V), Michael M. Solebello (V), Francis J. Grant (V), George E. Sauter (V), William H. Wood (V), George R. Macomb (V), Samuel Granet, Benjamin Shaffer, Henry Modrelewski (D), Philip D. Riley (V), Henry D. Brehan, George A. Jackman, James J. Coyne (V), Richard Neumann, Camille A. DiClerico (D), Philip A. Bochetto, Michael J. Prinzi (V), Sidney Rosenberg, Ernest C. Damiano, Darrue A. Whitton (D), Walter H. Hoshn, Arthur F. Cronin, Peter Knateus, Sharwood J. Zimmer, Funziol Pericelli (D), Lawrence F. Ruh (D), Joseph P. Natale (V), Jules Sigunick, Joseph P. Rudden, Joseph L. Pipczynski, Bruno A. Jablonka, Lawrence J. Berger (V), Walter A. Brown, Walter F. Cavanaugh (V), John J. Petrucci (V), Joseph A. Pecoraro (V), Herbert J. Carter, Robert J. Edwards, Joseph V. Aur-

151-200

Peter P. Rossi, Albert P. Barisky (V), Martin Molloy, Joseph C. Tillmann, Edwin J. Meade (D), Martin P. Schaick, Walter W. Childs, Douglas E. Kenny (D), Alexander Pecomas (V), John S. Mantovi, Anthony Lobat, Joseph G. Purcell (V), Aaron Rackenstein (V), John Wojciechowski, Vincent Colangelo, Thomas A. Daniello (D), Carmine Sarlo (D), John Mercurio (D), Daniel MacNeil, George Mantovi (V), Francis X. Byrnes (D), William J. Harquail Jr. (V), Greville J. O'Brien (V), Almer Frey, Edward Nosal, Joseph Shuski (V), Frank C. Meehan (D), John J. Corbett, Jr., Joseph A. Fulco, James J. Corbett (D), Gilbert F. McCormick, Fred Geisberger, John Kulick, Eric Elo (D), Joseph J. Spagnolo (V), Harvey T. Briell (D), Walter H. Potorski (V), William V. Paschke (V), Eugene P. Doris (V), John J. Scibelli (V), Herbert R. Williams, David Singer, Arnold A. Boxman (V), John J. Mooney, Francis Breen, James C. Cumberland (V), Anthony J. Bencivenga, Fred A. Beckman, Louis J. Liotta, Francis J. Gates (V).

201-252

Philip A. Valenti (D), Raphael Piro (V), James P. McElligott (V), Anthony InCristo, Harry J. Tyson (V), William J. Norton (D), Arthur E. Bauer (V), Clyde S. Jones (V), Albert T. Hutchins (D), Milton Rosenzweig, Benjamin Prince, Michael J. Morton (V), Harold A. Carlson (V), Charles Kulis (V), William G. Klinkel, Thomas J. Sheehan (V), Edward F. Johnson, Thomas N. Coleman, Anthony Seccia (V), Ralph A. Darrigrand, Norbert F. Volz (V), John T. Brusger (V), Nelvin K. Hendrickson, Theodore Cernik (V), Israel Bendersky (V), Reni J. Bohart (V), Benjamin P. Johnson (D), Sidney C. Goldberg, Walter Haase (D), Charles H. Schoneheit, Harry J. Bullinger (D), Pasquale R. Vaccaro, Salvatore Vigneri (V), Joseph Soluri (V), James Rodi, Vincent R. Glickman (D), Larry Ruffini (V), John A. Serio (D), Saverio Cicerani (V), John F. McDermott (V), David Wons-

Re-rating of Police Lieut. Test Begins

Re-rating of the Lieutenant (P. D.) written test has been started by the NYC Civil Service Commission. It is using a new set of key answers in which multiple "best answers" for 15 questions have been eliminated.

In revising the key, the Commission struck out eight questions, and limited seven others to one "best answer." This was in accordance with the Court of Appeals ruling in the Blumenthal case directing the Commission to select one best answer for each question in the Sergeant test, or where this was not feasible, to strike the question out. Because of its similarity to the Sergeant test, the Lieutenant test was made to conform to the court order, the Commission said.

The Revisions

The revisions in the key include: Question 8, A or D, to D; 9, A or C, stricken out; 10, A, C or none, stricken out; 35, A or D, stricken out; 41, A or B, to A; 43, A or B, stricken out; 44, A, B, C or D, stricken out; 53, A or D, to A; 58, A or C, stricken out; 67, A or B, stricken out; 69, A, B, C or D, stricken out; 71, A or B, to B; 72, C or D, to D; 74, B or C, to B, and 80, A or B, to A.

Pass Mark Change

As a result of this action, the pass mark for Part I of the written test will be based on a minimum of 50 or 51 correct answers instead of the 56 set as the previous minimum. The ratings will be made on a basis of 72 correct answers equalling 100 per cent; before it was 80.

When a list is established, it will be used to fill 35 existing vacancies. The test was taken last June by 846 candidates.

ever (V), Louis DeLello (V), Franklin V. Johnston (V), Peter P. Frank, Jack Wiederman (D), George A. Novellano (D), William J. Green (V), Abe Resnick (V), John J. Cuirk, Gerald A. Ciccola (V), William A. Jens (D), Edward Cummings (V).



One of the bright young men in the NYC Fire Department is Stephan A. Moore, LEADER Merit Man (July 27, 1948), who was graduated summa cum laude from City College. He was elected to Phi Beta Kappa, was awarded the Ward Medal for excellence in Latin, and also received a post-graduate research grant, the Bonnie Wallace LeClear Award. He is a Clerk with the Manhattan Fire Marshal's office.

Revised Key On Police Lieut. Test

Following are the revised final key answers to the examination for promotion to Lieutenant, NYC Police Department. These final key answers, resulting from careful consideration of all protests submitted by candidates and including modifications of the tentative key as were allowed by the Commission, have been revised in accordance with the decision of the Court of Appeals in the case of Blumenthal vs. Morton, decided July 16.

- 1,C; 2,B; 3,A; 4,B; 5,B; 6,D; 7,D; 8,D; 9, strike out; 10, strike out; 11,D; 12,D; 13,C; 14,B; 15,B; 16,D; 17,B; 18,D; 19,B; 20,D; 21,C; 22,C; 23,D; 24,C; 25,D; 26,D; 27,A; 28,C; 29,D; 30,B; 31,C; 32,B; 33,C; 34,B; 35, strike out; 36,D; 37,A; 38,B; 39,B; 40,B; 41,A; 42,B; 43, strike out; 44, strike out; 45,D; 46,B; 47,D; 48,C; 49,C; 50,A; 51,C; 52,C; 53,A; 54,D; 55,A; 56,D; 57,A; 58, strike out; 59,A; 60,B; 61,D; 62,C; 63,B; 64,C; 65,D; 66,B; 67, strike out; 68,A; 69, strike out; 70,A; 71,B; 72,D; 73,D; 74,B; 75,C; 76,B; 77,C; 78,C; 79,B; 80,A.

Sanitation B & C Lists to See Action

More than 2,300 immediate vacancies are expected to be filled from the Sanitation Man, Class B, list, which has been OK'd for use this week.

The list heightens the expectations of 4,959 men for promotion to the coveted Sanitation positions. That many have passed the examination. Chances are that most of them will reach the higher post before the list has run its course.

The NYC Civil Service Commission also declared the Sanitation Man, Class C, list ready for use last week.

There may be one hitch before the appointments go through, however. It's this:

Several candidates must be called for hearings first. They have two weeks in which to appear. If they do not appear at the August 2 meeting of the Commission, the "promulgation" of the list (that means the right to use it) must be held up until the next meeting of the Committee on Tuesday, August 17.

300 Class C Jobs The Sanitation Man, Class C,

list will be used to fill over 300 jobs. There are 1,181 names on the list, which was published last April.

Meanwhile, Sanitation Workers Local 333, United Public Workers, complained about the delay in promulgation of the Class B list. The union called for immediate appointments from the list to replace provisionals.

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NEW YORK CITY NEWS

FIRE LINES

1,100 Social Investigators To Get Fast Appointments

UNDER THE HELMET: The final class in connection with the Accident Control Program was held last Friday in the Quarters of Engine 31. In the future any instructions in connection with the program will be included in the curriculum of the Fire College. . . . Commanding Officers to forward reports, to the Office of Chief of Staff and Operations by September 15, of all members of their units between the ages of 21 and 25, who have registered for military duty. . . . The Fire Department Baseball Team will do some travelling this week when it goes all the way down to Washington, D. C., to play against the Fire Department Baseball Team of that city, on Wednesday and Thursday evenings, August 4 and 5 at 8:30 p.m. This will be one of the

rare occasions that the F. D. N. Y. team will play the F. D. Team of another city. . . . That was quite a detail of men provided by the Fire Dept. to help see that things ran smoothly at the New York International Airport on Saturday and Sunday last. They did their job very well under the supervision of the newly designated Deputy Chief of Staff and Operations John J. T. Waldron. . . . Effective as of 8 a.m. August 1, the 2nd Battalion and the 2nd Division in Manhattan, and the 10th Division in Brooklyn are discontinued. This is in keeping with the streamlining program of Fire Commissioner Frank J. Quayle. . . . Under the streamlining program the newly designated Deputy Chiefs of Staff and Operations (Borough Commanders) will be in command of the following units: Manhattan Office: 1st, 3rd, 4th Divisions and the 13th Battalion. Bronx Office: 7th and 5th Divisions, excluding the 13th Battalion. Richmond Office: 8th Division. Brooklyn Office: 11th, 12th and 15th Divisions. Queens Office: 13th and 14th Divisions. . . .

Eleven hundred men and women on the NYC Social Investigator, Grade 1, eligible list will have jobs within the next twelve weeks. The Welfare Department announced it will make 200 appointments every pay period until 1,100 current Social Investigator vacancies are filled. This will mean an average of 400 appointments a month. The first 200 appointments were made yesterday (Monday) from a list of 600 names certified by the NYC Civil Service Commission, it

was announced by Mrs. Margaret Burke, Director of Personnel and Training for the department. Monday, August 16, has been scheduled for the next group of appointments, she said. Salary is \$2,710 Appointments are being made at a total annual salary of \$2,710. This includes a base pay of \$2,050, plus a \$660 cost-of-living bonus, and is the same salary received by investigators in other city departments.

There are nearly 1,000 provisionals in the Social Investigator title, and Raymond Hilliard, Welfare Commissioner, has indicated his eagerness to have eligibles appointed as soon as possible. The eligibles include a large number of persons who are working in the department on a provisional basis. Because appointments from the list must be made in the order of standing, some of these provisionals may lose out, only to be recalled for appointment later.

NYC Must Cease Hiring Provisional Employees

ALBANY, Aug. 2—Although the State Civil Service Commission last week refused to approve a resolution extending the war-time provisional hiring rule for another year, as requested by the NYC Civil Service Commission, The LEADER learned today that the

State Commission might approve a six-months extension if asked to do so. Following last week's State Commission meeting, it was announced that the NYC resolution, which had been approved by Vincent R. Impellitteri, Acting Mayor, had been denied. 'Unnecessary' The commission stated it felt that it is unnecessary to extend the use of a war-duration rule for an additional year. A brief statement issued by the Commission cited the fact that

war-duration appointments "have been discontinued in State service." Short Period O K A spokesman for the Commission, however, indicated that "further consideration" would be given to a resolution which limited the duration of the use of the war appointment rule to December 31, 1948—"in view of the administrative problems which would face the NYC Commission if the use of this rule were discontinued immediately."

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EDITORIAL Merit Promotions In NYC Fire Dept

NYC Fire Commissioner Frank J. Quayle gave generous recognition to the merit system when he promoted all six remaining eligibles on the list for Chief of Department to be Deputy Chiefs of Staff and Operations. He didn't have to select them, since the designation could have been given to any Deputy Chiefs of his selection. There was only one vacancy, naturally, for the top fire-fighting position of Chief of Department, and the post went to the No. 1 eligible, Deputy Chief Peter Loftus. The former No. 1 eligible who was promoted to the post, Harold J. Burke, retired. There was considerable agitation about making the promotions in both instances, especially by those who felt that the Chief of Department post must be filled from the list without removal of the coveted position from the competitive class. Now those differences are adjusted, and with an added gesture by the Commissioner that is most welcome and heartening. And Deputy Chiefs of Staff and Operations Richard Burke, in charge of Brooklyn and Queens; Edward Connors, in charge of The Bronx; Edward G. Conway, Daniel A. Deasy, John L. Holian and John J. T. Waldron, the sextet of beneficiaries, must be doubly grateful to the Commissioner for his graciousness and his demonstrated respect for the merit system. He gave the utmost possible effect to a list which was theoretically good for only one promotion. To have seven promotions where only one grew before is in the right direction of bumper crops.

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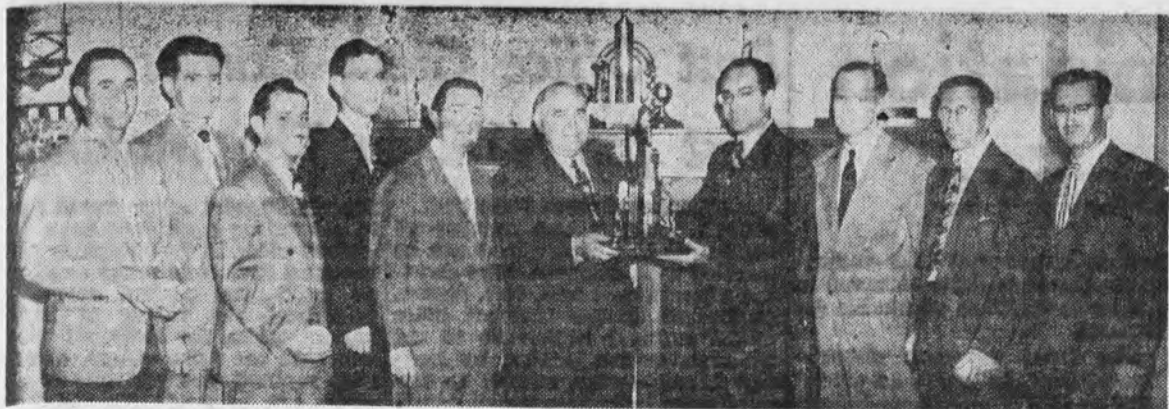
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(Continued from Page 1) pleted shortly, the Commission said. Promotion 'Weights' In promotion examination, record and seniority, which constitute the service rating, have a combined weight of 50 per cent, it was explained. Therefore, persons receiving high ratings get a substantial boost, since the rating is combined with that received on the written test to produce a final score. Following the Commission complaint, Welfare Commissioner Raymond Hilliard ordered his department to institute a simplified and expeditious service rating system conforming with the general method used in other departments. The now discarded system had been in effect long before he or his predecessor, Benjamin Fielding took office. All published Clerk, Grade 2 lists are available for inspection at The LEADER Bookstore, 92 Duane Street, opposite the Commission.

# FEDERAL NEWS



The General Superintendent of Mails Team has been awarded the Albert Goldman Trophy for winning the General Post Office Executive Softball League Championship for the year 1948 in NYC, with a record of 9 games won and 1 lost. The league consists of five teams, the General Superintendent of Mails, G.P.O. Mails, Cashiers Money Order and Personnel. Permanent possession of the Trophy is obtained by a team winning the championship two consecutive years. Photo shows, left to right: Joseph C. Bond, James P. McGale, Edward Lessinger, Thomas C. Keane, Fred Dalley, Captain, Postmaster Albert Goldman, Peter L. Gardillo, Manager, Stephen P. Collins, Abe Schepps and Michael D. Curtin. Other team members not in photograph are William Fear, Abraham Goldberg, Theodore Altman, Arthur Roth and William Carr.

## U. S. Civil Service Advised To Apply 'Disabled' Label Only to '10% Veterans'

The U. S. Civil Service Commission has been requested to ask the Attorney General's opinion on the interpretation of the Veteran Preference Act of 1944 as related to civil service preferences for disabled veterans rated zero per cent by the Veterans' Administration. In a letter addressed to the Commission by the National Civil Service League, the belief is expressed that the ruling of the New York Court of Appeals, handed down on April 22, in a case involving the New York civil service preference law, applies to the Federal civil service preference act because the language of the two laws is substantially similar. The New York court ruled that veterans rated less than 10 per cent disabled—the minimum degree of disability required for compensation purposes—were not entitled to civil service preference as "disabled" veterans.

**Minor Disabilities**  
In the federal service, explained H. Eliot Kaplan, Executive Director of the League, veterans who are certified by the Veterans' Administration as disabled, even if they have such trivial or minor physical defects as flat feet, pyorrhea, hemorrhoids, or slight varicose veins, are entitled to the same

## U. S. Job Opportunities To Increase

WASHINGTON, August 2—Expansion of army and air force civilian staffs is expected to get underway shortly, after being stalled by employee ceilings in the Byrd Law. The departments have discovered a provision in the Selective Service Act which permits the additional hiring. Although Congress has appropriated funds for increasing the number of classified employees in both departments, no action could be taken because of the Byrd law limitation. This latest announcement of new hirings follows the recent upward surge in Federal service job opportunities. President Truman has signed bills authorizing funds for 100,000 new positions, mostly office jobs. The positions will be filled from examinations yet to be announced, from existing eligible lists, and a few will be exempted from regulations of the U. S. Civil Service Commission. The jobs are located in most major Federal departments.

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## Lerner Heads Revenue Workers

Joseph J. Lerner has taken office as President of Local 655, American Federation of Government Employees, AFL, which takes in the Office of the Collector of Internal Revenue, Third District, New York. Other officers of the Local include Arthur Clark, for President and currently Vice-president; Florence Dodson, Recording Secretary; Joseph Grill, Financial Secretary; Miriam Rosenson, Treasurer, and Edward Reilly, Sergeant-at-arms. The Local has just published the first issue of "The Revenue" and Mr. Lerner asks employees in the office to submit to the publication local items of interest to the employees.

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preference as seriously disabled war veterans such as amputees and other permanently handicapped veterans. Said Mr. Kaplan: "Disabled veterans, besides being entitled to a 10-point credit, added to their examination ratings (even if they get less than the required passing mark of 70) are placed at the top of the civil service register ahead of all other veterans and non-veterans. They have priority in appointment. This has resulted in considerable abuse and grave injustice among the veterans themselves, and such preferences are worth in many cases thousands of dollars. In many instances genuinely disabled veterans are deprived of an opportunity for appointment in the federal service because some nominally "disabled" veteran has a slightly higher rating and must be appointed first. The League is seeking to end these abuses in fairness to all veterans."

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# FEDERAL NEWS

## Truman's No-Discrimination Order Called Ineffective

WASHINGTON, Aug. 2 — Civil service experts are discounting President Truman's recent executive order outlawing discrimination in the Federal service.

They point out that the President did nothing to alter the policy already on the books; that the only change is to set up a 7-man board of Civil Service Commission employees and call it a Fair Employment Board — but the Commission gets no powers it does not already have.

They add, too, that General Omar Bradley, Army Chief of Staff, pointedly made the statement, after the President's order, that segregation would not be outlawed in the Army; and that this seemed to weaken the effect of the order as it applies to civil service.

### It Does Exist

The need of an order at this time, they feel, is also a tacit admission that discrimination does exist in the Federal service, even though it is expressly forbidden by law and by existing executive orders.

On the positive side, it is pointed out that it is always a good thing when a President of the United States re-affirms the democratic principle that discrimination must

not be permitted in a democratic Government.

### Order 9980

The President's order follows: WHEREAS the principles on which our Government is based require a policy of fair employment throughout the Federal establishment, without discrimination because of race, color, religion, or national origin; and

WHEREAS it is desirable and in the public interest that all steps be taken necessary to insure that this long-established policy shall be more effectively carried out:

NOW, THEREFORE, by virtue of the authority vested in me as President of the United States, by the Constitution and the laws of the United States, it is hereby ordered as follows:

1. All personnel actions taken by Federal appointing officers shall be based solely on merit and fitness; and such officers are authorized and directed to take appropriate steps to insure that in all such actions there shall be no discrimination because of race, color, religion, or national origin.

2. The head of each department in the executive branch of the Government shall be personally responsible for an effective pro-

gram to insure that fair employment policies are fully observed in all personnel actions within his department.

3. The head of each department shall designate an official thereof as Fair Employment Officer. Such Officer shall be given full operating responsibility, under the immediate supervision of the department head, for carrying out the fair-employment policy herein stated. Notice of the appointment of such Officer shall be given to all officers and employees of the department. The Fair Employment Officer shall, among other things—

(a) Appraise the personnel actions of the department at regular intervals to determine their conformity to the fair-employment policy expressed in this order.

(b) Receive complaints or appeals concerning personnel actions taken in the department on grounds of alleged discrimination because of race, color, religion, or national origin.

(c) Appoint such central or regional deputies, committees, or hearing boards, from among the officers or employees of the department, as he may find necessary or desirable on a temporary or permanent basis to investigate, or to re-

## Post Office Clerk-Carrier Test for NYC in The Making

(Continued from Page 1)

enough to limit the number of applicants to a figure that can be handled with dispatch. The shortage of personnel and, to a degree, equipment at the regional office would make it impossible to get the registers out in time for holiday appointments, should an unexpectedly large number of candidates that a seven-day filing period would produce 25,000 candidates, far more than enough to assure an adequate number of eligibles to fill all vacancies until at least January 1, 1952.

### List Expected by November Even if that many apply, the

ceive, complaints of discrimination.

(d) Take necessary corrective or disciplinary action, in consultation with, or on the basis of delegated authority from, the head of the department.

4. The findings or action of the Fair Employment Officer shall be subject to direct appeal to the head of the department. The decision of the head of the department on such appeal shall be subject to appeal of the Fair Employment Board of the Civil Service Commission, hereinafter provided for.

5. There shall be established in the Civil Service Commission a Fair Employment Board (hereinafter referred to as the Board) of not less than seven persons, the members of which shall be officers or employees of the Commission. The Board shall—

(a) Have authority to review decisions made by the head of any department which are appealed pursuant to the provisions of this order, or referred to the Board by the head of the department for advice, and to make recommendations to such head. In any instance in which the recommendation of the Board is not promptly and fully carried out the case shall be reported by the Board to the President, for such action as he finds necessary.

(b) Make rules and regulations, in consultation with the Civil Service Commission, deemed necessary to carry out the Board's duties and responsibilities under this order.

(c) Advise all departments on problems and policies relating to fair employment.

(d) Disseminate information pertinent to fair-employment programs.

(e) Coordinate the fair-employment policies and procedures of the several departments.

(f) Make reports and submit recommendations to the Civil Service Commission for transmittal to the President from time to time.

Second District office would have to get rating assistance from the central office in Washington. It is reported that if as many as 25,000 do apply, the central office will undertake the rating of 20,000 papers, while the Regional Office will rate the 5,000 others, and by that method the registers of eligibles can be ready for use some about the middle of November.

When new registers of eligibles are issued, the Commission has the authority to kill eligible lists in the same title that are more than a year old. It is reliably reported that the Commission intends to terminate all existing lists in the title, for all the post offices within the NYC, as soon as the new lists come out, to create a uniform expiration date. This was one fear that made eligibles on the Clerk list and the Carrier list in Brooklyn, and on the Carrier list in New York, N. Y. post office, hope against the holding of a new examination.

The reason for holding the examination for all post offices in NYC, and setting up registers on the basis of the separate tests that assay the two different skills, is off what sound theory the city can be considered as five separate that the Commission does not see components.

### Goldman Reported Willing

Postmaster Albert Goldman, of New York, N. Y., asked last year that such an examination be held, but had not pressed the point. It is believed that he would readily assent to holding the test, especially as the Clerk list for his post office is exhausted, although there is a small Carrier list.

The Clerk-Carrier examination is one of the most popular in the Federal service and is for jobs in the largest U. S. department. What would prove an incentive to recruitment would be the recent pay raise of \$450 a year, which brings the starting entrance salary to \$2,550 a year, or \$51.60 a week.

## Job Rights Of Draftees Are Secure

Federal employees who are inducted for military training under the new draft law are given the same job reinstatement rights that were afforded draftees under the Selective Service Act. The law provides that federal employees, as well as employees of the District of Columbia, are to be returned to their old jobs without loss of seniority on completion of their training period. Similar reinstatement rights are given to employees in private industry.

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