

# Civil Service LEADER

America's Largest Weekly for Public Employees

Vol. XIV — No. 52 Tuesday, September 8, 1953 Price Ten Cents

## Social Security For State Employees Spread U. S.

See Page 2

### Dr. Donovan Heads Office In White Plains

ALBANY, Sept. 7 — The State Health Department appointed Dr. William R. Donovan, 39, of Geneva, as director of the White Plains Regional Office at \$10,138.

A graduate of Manhattan College, Columbia University School of Physicians and Surgeons and the Johns Hopkins University School of Hygiene and Public Health, Dr. Donovan has been District State Health Officer in charge of the Geneva District since June of 1947. He has been serving part-time as Acting Health Commissioner of the newly organized Seneca County Health Department.

#### Won Battle Award

He had four years army service as a battalion surgeon, 543rd Engineer Boat and Shore Regiment. He served in the Asiatic Pacific Theater, and was awarded battle stars for combat in New Guinea and the Philippines.

Dr. Donovan interned at Grasslands Hospital, Valhalla, and served as apprentice epidemiologist with the State Department of Health before entering the armed forces.

Dr. Donovan will provide general consultative service to the Middletown and Poughkeepsie district offices of the State Health Department, the Nassau, Suffolk, and Westchester County Health Departments, and the Town of Tonawanda, New Rochelle and the City Health Departments.

### Last Day for Candidates In Assn. Nears

ALBANY, Sept. 7 — Nominations for the October 13 election of the Civil Service Employees Association may still be made by the filing of a petition signed by at least 5 percent of the members of the CSEA. These nominating petitions must be received by the nominating committee, 8 Elk St., Albany, N.Y., up to 30 days prior to the date of the election.

The list of candidates submitted to the Association by the membership committee, headed by John A. Cromie, follows, in alphabetical order:

President, John F. Powers and Dr. Theodore C. Wenzl.

1st vice president, Joseph P. Feily and Noel F. McDonald.

2nd vice president, John P. Quinn, J. Allyn Stearns and Vernon A. Tapper.

3rd vice president, John D. O'Brien and Robert L. Soper.

4th vice president, Helen B. Musto and Dr. David M. Schneider.

5th vice president, Mildred M. Lauler and Celeste Rosenkranz.

Secretary, Mrs. Dorris B. Blust and Charlotte M. Clapper.

Treasurer, Vernon R. David and Harry G. Fox.

### Repairs On Way

ALBANY, Sept. 7 — Bid proposals on four projects were opened by Bertram D. Tallamy, State Department of Public Works. The projects:

Farmingdale — Relocate hangar, Long Island Agricultural and Technical Institute.

Fredonia — Improvement of grounds, administration, classroom and library building No. 1, central heating plant building No. 5, and music building No. 2, State Teachers College.

Thiells — Construction, heating and electric work for service tunnels and piping, Letchworth Village.

Syracuse — Construction work for fire alarm equipment room, Syracuse State School.



At the CSEA clambake are shown, from left, Helea Garrah, Harry Fox, Jessie Napierski, Henrietta Karnik, Charlotte Clapper, Joe Lochner, and around the table, right to left, Dorothy Sheehy, June Henry, Jean O'Hagan, and Betty Nelson.

## CSEA 1953-54 Membership Drive Gets Good Response

Ninety-nine degree heat notwithstanding, the 1953-54 membership campaign of the Civil Service Employees Association is meeting with unexampled response throughout the State. The organization's field representatives are conferring with chapter representatives; and all are reporting heavily attended meetings.

Typical are two meetings held in the metropolitan area, one held in NYC on Tuesday, September 1, the second in Westbury, L. I., on September 3. Both meetings were presided over by the joint chairmen of the Metropolitan Conference membership committee, Al Greenberg and Sam Emmett. The tactics of membership and organization were described by Charles R. Culyer, CSEA field representative assigned to the Metropolitan area.

**Culyer States Objectives**  
Speaking to the two groups, he outlined the membership objectives of the Association. Present paid membership is in the vicinity of 60,000. Mr. Culyer sees 100,000 as a realistic possibility. He described the achievements of the Association in a manner in which these could best be presented to prospective members. He gave the assembled chapter heads a variety of organizing literature. He answered questions concerning the activities of the Association.

**Recruiting Plan**  
Mr. Greenberg offered a 10-point plan which he felt would assist in recruiting new members. The plan:

1. Institute a vigorous campaign for an equitable increase in salary for all State employees.
2. A Statewide bowling invitation tournament to be organized. The committee setting this up to include representatives from the State division, the five regional conferences, and from the county divisions of the Association.
3. Appoint active Membership Committees with representation in every department, unit and agency of Chapter.
4. At least two dinner meetings annually to be held in each Conference area, consisting of Chapter

representatives of State and County divisions. Purpose of these meetings is to recruit new members.

5. Canvass and recanvass members who resigned from Chapters.

6. Celluloid pins indicating association membership to be distributed to all new members.

7. Have membership contest in Chapters with prizes given to members who recruit at least three new members, with more elaborate prizes given to members in proportion recruited.

8. Have an effective grievance committee to work in conjunction with legal representatives of the association in New York City.

9. Pamphlets entitled "A Brief Chronological Review of Prominent Activities, Accomplishments and Events in the History of the Civil Service Employees Association" and "Chapter Organization Discussion Meetings Outline" to be placed in the hands of all Association functionaries.

10. Establishing of permanent branch headquarters in New York City.

**Use Facilities, Says Emmett**  
Sam Emmett, in response to questions, urged upon the audiences full use of the Association's facilities. The questions brought out on the floor, he said, indicated that many Association members were not aware of the variety of services available to them.

Mr. John F. Powers, 1st vice-president of the Association, was present at both meetings, and told the gatherings that the legislative committee of the Association plans for the next session the introduction of fewer bills, with intensive work upon each of them. He said that a pay increase would be the first order of business before the 1954 legislature.

**Chapters Present**  
Present at the two meetings were representatives of the following chapters: New York City, State Insurance Fund, Manhattan State Hospital, Brooklyn State Hospital, Psychiatric Institute, Metropolitan Public Service chapter, Motor Vehicle Inspectors, Ar-

mory Employees, New York State Employment Service (NYC and Suburban), Parole District, Willowbrook State School.

Also Kings Park State Hospital, Central Islip State Hospital, Pilgrim State Hospital, Pilgrim State, Suffolk County, District No. 10 Public Works, Long Island Inter-County State Parks, Creedmoor State Hospital, Nassau County, Agricultural and Technical Institute at Farmingdale.

The New York City meeting was held in DePalma's Restaurant; the Westbury meeting in Felice's Restaurant.

### VOLUNTEER FIREMAN'S BENEFITS DEFINED

Attorney General Nathaniel L. Goldstein has ruled in an informal opinion that a volunteer fireman rendering emergency service outside territory protected by his company is entitled to workmen's compensation benefits to the same extent as if he were a member of the fire department he assists.

### SATURDAY CLOSING WITHIN THE LAW

The office of Receiver of Taxes in a town in Westchester county may be closed on Saturdays by direction of the Town Board. Attorney General Nathaniel L. Goldstein ruled in an informal opinion.

### SCORE WAS 93.5 P.C.

The score of Eleanor Douglas in the State senior account clerk exam was 93.5 percent, not 83.5, as published in the August 25 LEADER.

### Exam Study Books

Excellent study books by Arco, in preparation for current and coming exams for public jobs, are on sale at The LEADER Bookstore, 97 Duane Street, New York 7, N. Y., two blocks north of City Hall, just west of Broadway. See advertisement, Page 15.

### 8 Graduate Courses for Albany Area

ALBANY, Sept. 7 — Registration for graduate courses for State employees is now in progress, as part of the seventh year of the State's public administration training program. For those in the Albany area, apply at the Law Library, State Education Building, Albany, Monday through Thursday, 9 A.M. to 6 P.M.

Evening classes will be held in the Governor Alfred E. Smith State Office Building, beginning Monday, September 21. There will be eight courses.

The program is sponsored by the State. Instruction is provided by New York University and Syracuse University.

The program leads to the degree of Master of Public Administration. In some cases, work toward a doctorate may be undertaken if public administration is the major.

Although college graduation is required for credit in the courses, exceptionally qualified persons who are not such graduates may be admitted.

#### Courses Listed

The courses follow:  
332 (SU) — Caldwell  
PUBLIC PERSONNEL ADMINISTRATION

A survey of the organization and operation of personnel administration in the public service. Its purpose is to assist the student in understanding the relations between personnel policies and the broad aspects of public administration and government generally. Topics will include (1) the scope and character of public employment in the United States, (2) the development of federal, state and local civil service systems, (3) the organization of public personnel agencies, and (4) the methods and techniques of public personnel administration. Tuesday, 5:50-7:50.  
233a (SU) — Ahlberg

ORGANIZATION AND MANAGEMENT

Role of staff functions as aids to management in the control and coordination of administration; devices and methods as applied to government, with emphasis upon organization planning, program planning, fiscal planning, administrative reporting, and work flow analysis. Wednesday, 5:50-7:50.

235 (NYU) — Spero  
EMPLOYER-EMPLOYEE RELATIONS IN GOVERNMENT

An analysis of the problems arising out of employer-employee relationship in the public services from the viewpoints of both the government as an employer and the public employee as a worker. Deals with the legal status of civil servants, trade-unionism and collective bargaining, strikes, grievance machinery, lobbying and political activity under the Civil Service and the Hatch Act. Thursday, 5:50-7:50.

245a (SU) — Parratt  
ADMINISTRATIVE LAW

An examination of problems presented by the growth of administrative agencies exercising discretion. Consideration of the delegation of authority through legislation and executive action; the relationship of administrative to judicial power as we struggle to keep our growing administrative system subject to traditional constitutional principles. Monday, 5:50-7:50.

103 (NYU) — Ronan and Spero  
INTRODUCTION TO PUBLIC ADMINISTRATION  
Thursday, 8:00-10:00

241 (NYU) — Studenski  
FINANCIAL ADMINISTRATION  
Thursday, 5:50-7:50

312 (SU) — Caldwell  
RESEARCH METHODS IN PUBLIC ADMINISTRATION  
Monday, 8:00-10:00

200a (SU) — Staff  
RESEARCH AND THESIS DIRECTION

# Social Security for State And Local Employees Spreads, But Police Want No Part of It

The benefits of Old Age and Survivors Insurance provided under the federal Social Security Act are being extended to an increasing number of State and local government employees, says the Public Administration Clearing House.

The American Municipal Association reports a score of State laws have been passed this year extending Social Security benefits to such employees.

Prior to 1950, the federal Social Security Act did not apply to employees of State and local government jurisdictions. In 1950, amendments to the Act permitted States to pass legislation authorizing their Governor to enter into agreements with the Federal Security Administrator to extend Old Age and Survivors Insurance to those State and local employees not already under a State or local pension plan. All except five States have passed such enabling legislation.

### Retroactive Clause

Some new acts provide for coverage retroactive to January, 1951, as in Georgia, New Jersey, North Carolina, South Dakota, Utah, Vermont, and West Virginia.

The retroactive benefit is made possible under federal law, provided a State consents. That consent would require contributions. In New York State the 10,000 or more State employees to whom Social Security may be opened, and will be if they don't or can't join the State Employees' Retirement System, neither the State nor the employees showed any interest in financing the cost of such retroactive coverage. The employees would like to receive it, if the State footed the whole bill, instead of the usual 50-50 basis. The State wouldn't do it. The employees showed no interest in bearing half the cost of such retroactive coverage, amounting to about two weeks' pay, though the coverage is large comparatively. They preferred to "sweat it out," as in about 10 years they could

be at the same benefit level as if they had contributed back coverage. But meanwhile, the retroactive effect, to enlarge benefits, would be lacking.

### October 1 the New York Date

In New York State the Social Security coverage, if applicable, will start on October 1 for those to whom Social Security is open.

Views on retroactive provisions differ. For instance, South Dakota provided for coverage in municipalities organized since 1951, and Washington made elected officials eligible.

The 1950 U.S. amendments, however, excluded from Social Security benefits those employees already under or eligible to membership in a public employee pension plan. Thus, employees were denied benefits allowed to industrial employees, who get basic Social Security plus an additional pension plan from their employer, the so-called integration. In addition, Social Security pension credit is transferable from employment to employment. Public employee retirement system credit, with minor exceptions, is not.

### How Other States Acted

Virginia, Iowa, Oregon, South Dakota and Wyoming have given their employees the advantage of basic Social Security protection, plus additional benefits from a State retirement plan, by liquidating their existing public employee retirement plan, enacting enabling legislation for Social Security coverage, and then establishing a new retirement system to supplement Social Security. Mississippi, which did not have a State plan, brought its employees under Social Security, and then adopted a supplementary retirement system. Recently, Arizona's Legislature acted similarly.

Wisconsin's State retirement system was designed to have Social Security as a base. In 1953, Congress passed an amendment to the Social Security Act, specifying that Wisconsin could cover its State and local government em-

ployees with Social Security and the state retirement plan.

### Police Aloof

At the 28th annual convention of the Police Conference of the State of New York, held last week in NYC, the Social Security subject came up.

Policemen, firemen and teachers, in general, have been opposed to being covered by Social Security, fearing that higher retirement age and other factors less beneficial under Social Security would undermine present, or at least future, public employee retirement system benefits. They fear substitution of the lesser for the greater.

John E. Carton, president of both the conference and of the Patrolmen's Benevolent Association in NYC, declared there is a definite move throughout the country by the Governors Conference and the Municipal Finance Officers Association to substitute Social Security for State and local pension systems.

"Our major objection is that under Social Security the retirement age is 65, and we fully realize that police work is a young man's job," Mr. Carton said.

The average age for entrance into police work is 25 years. Under Social Security a man would have to put in 40 years to be eligible for retirement. Policemen and firemen retire after 20 or 25 years of service. In NYC it is 20 years.

The Police Conference has a membership of 45,000 and consists

of 200 Policemen's Benevolent Associations throughout the State.

### New York State Deadline Nears

For the 10,000 or so, among State employees to whom Social Security will or may open, they should join the State Employees' Retirement System, if eligible. Then Social Security is "out" for them. An exception would be a person, say, 60 years old, or older, because in a few years' coverage under Social Security he could become entitled to larger pension, and besides life insurance coverage, and family benefits. For the older folk Social Security is the best pension buy in the world — could be \$1,020 a year for as little as \$162 invested.

Those State or local government employees preferring Social Security have until Monday, September 14.

The employees are in labor type jobs, in the exempt class. Comptroller J. Raymond McGovern excepted their titles from eligibility for SERS membership, as of September 15, 1953, to meet a requirement of Federal law, to permit Social Security to apply. If not now a member of the SERS but eligible, apply for membership on or before September 13, to prevent any possibility of denial of SS benefits.

Local governments are planning to act similarly, to provide pension, insurance and other benefits for those employees who now have neither under the SERS or SS, whether or not they are now eligible to SERS membership.

## State Eligibles

### STATE Promotion

MR. BOILER INSPECTOR, Dept. of Labor Excl. of St. Ins. Fund, W. C. Bd., Div. of Employ and Labor Relations Bd)

- 1. Stone, Edward, Corning ..... 88550
- 2. Carter, Charles, Binghamton ..... 87346
- 3. Cullum, John, Kingston ..... 86720
- 4. Stannard, Leroy, Albany ..... 86720

### STATE

### Open-Competitive

#### PROFESSIONAL AND TECHNICAL ASSISTANT (BIOLOGY)

- 1. Jacobs, Jack, NYC ..... 90750
- 2. Fleming, Stanley, Columbus O ..... 93250
- 3. Gross, Lillian, Bklyn ..... 90000
- 4. Prochilo, Marie, Albany ..... 88500
- 5. Okolowich, Thomas, E (Chatham) 87350
- 6. Klein, Alfred, Bronx ..... 86550
- 7. Carfagna, Vincent, Balwynville ..... 85200
- 8. Berry, Ralph, Oradensburg ..... 84500
- 9. Lopez, Dolores, Bklyn ..... 84000
- 10. Kerr, Frederic, Bklyn ..... 82350
- 11. Wartman, Louise, NYC ..... 81750
- 12. Wiener, Frank, Pt Chester ..... 81100
- 13. Coler, Robert, Arnot Pa ..... 80500
- 14. Casalenovo, Vito, Bklyn ..... 79000
- 15. Patsarian, E., Watervliet ..... 77650
- 16. Finkle, Jack, Bklyn ..... 77350
- 17. Carmer, Edith, Albany ..... 76750
- 18. Arnold, Dorothy, Troy ..... 86850
- 19. Benson, Lois, Chatham ..... 76100
- 20. Levy, Alan, Bronx ..... 75550
- 21. Saitt, Philip, Bklyn ..... 74250
- 22. Lindenbaum, D., Bklyn ..... 74250

#### OCCUPATIONAL THERAPIST, (TB Service) State Depts. and Insts.

- 1. Lascelle, K., Westbury ..... 85600
- 2. Goldstein, Tena, Bronx ..... 85000
- 3. Jantzen, Alice, W. Haverstraw ..... 84400
- 4. Daniels, Rosalie, Pheasant ..... 83800
- 5. Biener, Margaret, Schtoly ..... 83800
- 6. Freas, Helen, Utica ..... 83800
- 7. Wachter, Lucie, Mt Morris ..... 82000
- 8. Deane, Barbara, Milford NH ..... 82000
- 9. Kubovich, I., Kalanuzoo Mich ..... 81400
- 10. Nast, Robert, Tompky N J ..... 80800
- 11. Newton, Jean, Staten Isl ..... 80200
- 12. Hiller, Caroline, Orangeburg ..... 79800
- 13. Baum, Muriel, Marion Ind ..... 79000
- 14. Brooks, Barbara, Seattle Wash ..... 76000
- 15. Jaron, Frank, Suffern ..... 75400

### DENTIST

- 1. Escoe, Raphael, NYC ..... 104150
- 2. Curtis, Paul, Macedon ..... 93950
- 3. Swart, Robert, Orangeburg ..... 90700
- 4. Zuelerman, William, Bklyn ..... 90050
- 5. Gelman, Abraham, Bronx ..... 90050
- 6. Gaffney, Donald, Rochester ..... 87000
- 7. Fener, Stanley, Bronx ..... 86800
- 8. Kornfeld, Paul, Vets Hosp ..... 85700
- 9. Desimone, Bruno, Bronx ..... 85500
- 10. Bernstein, Herbert, Bay Side ..... 85050
- 11. Kasp, Harold, Bklyn ..... 84200
- 12. Miltz, Murray, Bklyn ..... 83750
- 13. Schaffer, Seymour, Bklyn ..... 83750
- 14. Kop, William, Brentwood ..... 82450
- 15. Garfinkle, George, Bklyn ..... 82450
- 16. Bass, Samuel, Richmond H ..... 81800
- 17. Laufer, Sidney, Forest Hls ..... 81600
- 18. Goldwyn, Walter, NYC ..... 81600
- 19. Bentham, William, Roseton ..... 81600
- 20. Wallin, Charles, NYC ..... 81600
- 21. Nowak, Henry, E. Roch ..... 81600
- 22. Lehmer, Earle, Pkeepsie ..... 81600
- 23. Felsenfeld, Joseph, Crt ..... 81600

### COUNTY AND VILL

#### Open-Competitive

- WATER MAINTENANCE MAN, GR. 1, Dept. of Water, Town of New Castle, Westchester County.
- 1. Backert, Eugene, Chappaqua, 100500
- WATER MAINTENANCE MAN, GR. 1, Water Supply District No. 1, Town of Harrison, Westchester County
- 1. Bambas, Frank, White Plains 75500
- WATER MAINTENANCE MAN, GR. 1, Westchester Joint Water Works, Westchester County
- 1. Soriano, Nicholas, Mamaroneck 84800
- 2. Delzio, Michael, Harrison ..... 81800
- 3. Fontecchio, Frank, Mamaroneck 81000
- 4. Parker, Thomas, Mamaroneck 77600
- 5. Dibicciari, A., Harrison ..... 77200

### Promotion

COUNTY PROMOTION ASSISTANT DIRECTOR, Nursing Service, Erie County, Edward J. Meyer Memorial Hospital

- 1. Black, Rachel, Buffalo ..... 88750

**4 CERTIFIED FOR \$10,800 JOB IN INTERNAL REVENUE**  
James E. Rossell, director, Second U.S. Civil Service Region, has certified the names of four eligibles for the \$10,800-a-year post of assistant district director of Internal Revenue for the area served by the Syracuse (N.Y.) District office. The names were sent to Commissioner T. Coleman Andrews, Internal Revenue Service. An early appointment is expected.

PHOTO by Con Edison



**Home From Camp.** Johnny will present Mom with a load of soiled clothes — but she won't mind! She'll toss them into her automatic washer, and they'll soon be spotless. Only 1¢ worth of electricity will do the whole washer load. Con Edison electricity is a real bargain . . . costs about the same as it did 10 years ago!

The Veterans' Preference Act of 1944, as amended, has been further amended by the approval of Public Law 271, 83rd Congress.

One of the new amendments provides that in all examinations to determine the qualifications of applicants for entrance into the Federal civil service, those veterans eligible for the 10 and 5 point preferences shall have such points added to their earned ratings, provided they have received passing grades. Prior to the enactment of this law the additional veterans' preference points could have been used to turn failing grades into passing grades, says the "Weekly Bulletin" of the New York State Division of Veterans' Affairs.

**Further Degrees of Preference**  
The new law also provides that the names of eligible veterans who have received a passing grade shall be entered on the appropriate registers or lists of eligibles in accordance with their respective augmented ratings, and the name of a preference eligible shall be entered ahead of all others having the same rating.

Except for positions in the professional-scientific services in grade 9 or higher of the General Schedule of the Classification Act of 1949, the names of all qualified preference eligibles who have a compensable service-connected disability of 10 percent or more, and who are entitled to 10 points in addition to their earned ratings, shall be placed at the top of the appropriate civil service register or employment list, in accordance with their respective augmented ratings.

Prior to the enactment of this amendment eligible veterans were placed at the top of lists except in professional or scientific positions with basic entrance salaries of more than \$3,000. Such eligible veterans were then defined as any disabled veteran, including one rated at zero percent disabled. Award of a purple heart shown on discharge was then proof also of disability entitling one to 10 point preference.

**Some Exams for Vets Only**  
The new law also provides that in examinations for positions of guards, elevator operators, messengers, and custodians, and in examinations held prior to December 31, 1954, for positions of ap-

prentices, competition shall be restricted to persons entitled to preference as long as persons entitled to preference are available.

In examinations for such other positions as may from time to time be determined by the President, competition shall be restricted, during the period beginning October 13, 1954, the effective date of the new law, and ending with the expiration of the authority to induct persons into the Armed Forces under the UMT and Service Act (for most persons July 1, 1955), to persons entitled to preference under the Veterans' Preference Act, as amended.

Nothing in the new law is to be construed to take away from any preference eligible who files an application before October 13, 1954, any preference in connection with such application which he would have been entitled to under provisions of the law in effect immediately prior thereto.

### STATE TRAPPERS SEEK FOXES IN ANTI-RABIES DRIVE

ALBANY, Sept. 7 — Foxes, principal wild animal carriers of rabies, are being trapped by State-employed hunters to stamp out the disease which has flared up in south-central New York.

An unbroken fox hunting front from Lake Ontario to the Pennsylvania line has been established. The State Interdepartmental Committee on Rabies Control has urged landowners in the trapping zone to cooperate fully with the State trappers. The nearest health office should be notified at once of any animal behaving abnormally, the committee said.

**CIVIL SERVICE LEADER**  
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Subscription Price \$3.00 Per Year. Individual copies, 10c.

### Ray-X Glasses Again Obtainable

Ray-X glasses are again obtainable by readers of the Civil Service LEADER, through the LEADER'S premium plan. Numerous requests have come to the circulation department, asking for a renewal of the special offer on the purchase of Ray-X glasses.

These specially developed glasses are designed to take the glare out of headlights of approaching cars. They were widely acclaimed by LEADER readers when they were first offered last year.

Ray-X glasses are obtainable by readers of The LEADER. Two special coupons and \$2.00, plus 10 cents for postage and handling are required. See page 9.

For that extra help you need to rank high on the list get a special study book and prepare for the examination you plan to take. Duane St., NYC.

# The Pay Window

By F. HENRY GALPIN

Salary Research Analyst, Civil Service Employees Association

IN THE Weekly Labor News Memorandum put out by the Division of Research and Statistics of the New York State Department of Labor on August 19, the following information was provided on pensions in private industry:

"A normal retirement income of \$117.50 a month, including \$77.50 from Social Security, is to be expected by a worker whose earnings have been \$3,000 a year and who retires after 30 years of service. This is the average benefit provided in 300 collectively bargained pension programs studied by the United States Bureau of Labor Statistics covering nearly six million workers. 'Recent Pension Plans', just published by the Division of Research and Statistics of the New York State Department of Labor, gives \$120.50 as the corresponding figure for 239 plans that cover nearly a million workers in New York State. A worker with the same average income retiring after 20 years would receive about 10 percent less (\$104.50, national average; \$106, State average). A worker whose average earnings had been \$4,000 would, on retiring after 30 years, receive a retirement income of \$136.76 a month, 12 percent higher than a \$3,000 worker (national average). The average pension is higher under plans to which the worker as well as the employer contribute money.

### Guaranteed Minimum Pension

"Nearly 85 percent of the 300 plans studied set a minimum pension that is guaranteed, regardless of the worker's level of earnings, provided a specified period of service has been completed by normal retirement age. Close to half of the plans' benefits are inclusive of social security; that is, the plan will pay the worker whatever is needed above his social security benefit to bring his retirement income up to the promised amount. Of those plans that did not do this, more than one-fourth contained a minimum benefit guarantee that was quoted inclusive of social security.

"Almost all of the 300 plans gave 65 as the normal age for retirement. Half of them require 15 or more years of service before the worker can become eligible for a pension.

"Some plans take care of the case of the worker who becomes disabled for work before the normal retirement age by including a provision for disability pensions; others do it by a provision for early retirement (which is not confined to persons who are disabled). Only 24 of the 300 plans failed to provide one or both of these devices. A majority of the plans with early-retirement provisions require the worker who retires early to have reached age 55 or 60 and also to have served at least 15 years. Two-thirds of the plans offering disability retirement set no minimum age, but four-fifths of them require 15 or more years of service."

In the "Report of the State Comptroller's Committee on Social Security and Related Pension Problems," Appendix I shows that in the New York State Employees' Retirement System that 10,296,735 was paid to 10,278 pensioners. This is almost exactly an average pension of \$1,000 per pensioned State employee.

The \$3,000-a-year worker will receive \$117.50 a month. State employees now receive an average of \$84.00 a month. At the income level, the \$30 a month makes one whole of a difference.

Draw your own conclusions.



Merriment marked the annual clambake of the Civil Service Employees Association staff, as a glimpse of the happy faces discloses. Pres. Jesse B. McFarland is at extreme right.

## State Training Courses In NYC Are Announced

ALBANY, Sept. 7 — The schedule and requirements for evening training courses for State employees, to be given in NYC in cooperation with the NYC Board of Education, were announced by the State Civil Service Department.

There will be 27 courses of 12 weeks each, normally 5 P.M. to 8:40 P.M. Classes will meet at Central Commercial High School, 214 East 42nd Street, near Third Avenue; Textile High School, 351 West 18th Street, near Eighth Avenue, and in the State Office Building, 270 Broadway, at Chambers Street.

### How to Register

Registration may be made in person, or by mail on special registration cards which are obtainable in personnel offices of each State department, or obtainable from the Training Division of the State Civil Service Department. Mail registrations should be received by Thursday, September 17, and personal registrations may be made only on Monday, Tuesday, and Wednesday, September 14, 15 and 16, from 10:30 A.M. to 7:00 P.M., at the Civil Service Department's office, 270 Broadway, NYC, Room 2301.

Those who register will get notification cards for admission to the classes shortly prior to the starting date of a course. In general the start is in the third week of this month.

### Table of Courses

The following table gives the serial number of each course, the topic, a brief description, the date the course begins, and the nights on which sessions will be held for each particular course, in that order:

(1) **Principles of Social Welfare:** The problem of security and the methods of providing solutions to it; September 21; Mondays.

(2) **Elementary Accounting:** Fundamentals in an organized array; September 21; Mondays.

(3) **Office Methods:** How to get more and better work done in less time and with less effort by making the best use of manpower, materials, and equipment now available; September 21; Mondays.

(4) **Problems in Supervision:** Prerequisite: Case Studies in Supervision or permission of the instructor. An advanced supervisory training course. Identification and analysis of state service group problems; September 21; Mondays.

(5) **Business English:** Problems in writing and speaking correct and efficient English. Improving business letters; September 21; Mondays.

(6) and (20) **Reading Speed and Comprehension:** Designed to help increase reading efficiency. Practice in reading comprehension; September 21; Mondays; September 24; Thursdays.

(7) **Advanced Accounting:** Prerequisite: Intermediate Accounting or permission of instructor. Practices in modern accounting and the basis for these practices. Emphasis on accounting principles; September 22; Tuesdays.

(8) and (22) **Case Studies in Supervision:** Prerequisite: Fundamentals of Supervision or permission of instructor. A conference discussion of typical problems which face supervisors in state service; September 22; Tuesdays; September 24; Thursdays.

(9) **Occupational Psychology I:** Psychology of the work situation. Emphasis on human relations of work; September 22; Tuesdays.

(10) **Personnel Practices:** A review and discussion of the principles and practices of personnel management. Functions of a personnel department; September 22; Tuesdays.

(11) **Budgets:** How to prepare a simple budget. The budget of the State of New York. Practical applications of budgets. Cost controls in public service; September 22; Wednesdays.

(12) **Intermediate Accounting:** Prerequisite: Elementary Accounting or its equivalent. Some applications of accounting. Emphasis upon accounting problems; September 23; Wednesdays.

(13) **Job Analysis:** How to make a job analysis. Elements of a job. Job classification in the public service; September 23; Wednesdays.

(14) and (23) **Fundamentals of Supervision:** A first course in the

principles of supervision, particularly as these apply in state service; September 23; Wednesdays; September 24; Thursdays.

(16) **Elementary Workmen's Compensation Law:** A first course in the NYS Workmen's Compensation Law. A review of the basic provisions of this law; September 23; Wednesdays.

(17) **Occupational Psychology II:** Prerequisite: Occupational Psychology I or its equivalent. An advanced course in human relations in the work situation. Emphasis upon problems of training, personnel selection and testing, motivation and incentives, management-personnel relations, and conditions of employment; September 23; Wednesdays.

(21) **Elementary Statistics:** The elements of modern statistical methods. Basic arithmetic processes and techniques in statistical work; September 24; Thursdays.

(24) **How To Interview:** Getting results through personal contacts. Intelligent listening and questioning. Making conversations count; September 24; Thursdays.

(25) **Employee Training Techniques:** An elementary discussion of the methods and principles of training employees. Types of training. Measuring training results; September 24; Thursdays.

(26) **Stationary Engineering:** A three-year course in elements of stationary engineering and power-house work. Offered in three sections, depending upon background and experience; beginning and session dates to be announced later.

(27) **Building Maintenance:** A basic course in the trade knowledge required to maintain and repair structures and facilities. Trade experience required; beginning and session dates to be announced later.

Employees in other than State Agencies may also take these

## Posters Warn Employees On Politics

All NYC departments are being supplied by the Civil Service Reform Association with posters which tell what is illegal for public employees to do in an election. NYC will elect a full City ticket this year.

The posters call attention to the City Charter provision that imposes job forfeiture as the possible penalty for political contributions or assessments. Also cited are provisions of the State Civil Service Law making it illegal to solicit political contributions from civil service employees, and the Federal Hatch Act, which limits political activities of those paid in whole or in part with Federal funds.

James R. Watson, executive director of the association, said that the Hatch Act applies to City employees in the Welfare and other departments that are reimbursed by the Federal Government for any part of their expenses.

## Western Group to Hold Gala Clambake Sept. 19

BUFFALO, Sept. 7—The next regular meeting of Western New York Conference, CSEA, will be held at the Attica Prison Club House, Attica, on Saturday September 19. The meeting will be called to order by Grace Hillery, president of the Conference. Harry Joyce, chapter president at Attica Prison gives assurances there will be plenty of clams and other refreshments, plus swimming, handball, horse shoe pitching and softball. Wear sport clothes and bring your bathing suit, he says.

Cost of the clam bake and refreshments will be \$2 a person. All reservations must be accompanied by check or money order payable to Harry Joyce and received not later than Monday, September 14.

Invitations have been extended to the following Association Officers and nominees for office: John P. Powers, Theodore C. Wanzl, Joseph F. Feily, Noel McDonald, John P. Quinn, J. Allyn

Stearns, Vernon A. Tapper, John D. O'Brien, Robert L. Soper, Helen B. Musto, Dr. David M. Schneider, Mildred M. Lauder, Celeste Rosenkranz, Mrs. Dorris M. Blust, Charlotte Clapper, Vernon R. Davis and Harry Fox.

All chapters in the Western New York Conference area are urged

to support this forthcoming meeting and learn what the Conference officers are doing for members.

Persons traveling by auto, should take Route 98 from Batavia and Route 20 from Buffalo.

Clifford G. Asmuth is chairman of the publicity committee of the Conference.

## Mental Hygiene Group

For 1952-53 the Mental Hygiene Employees Association offered prizes to the three members obtaining the greatest number of new memberships. Association officers and Executive Committee members were not eligible nor were chapter officers of their membership committees. The winners: Hospital, \$25; William Hampton, Pilgrim State Hospital, \$15; May-fred Veitch, Rockland State Hospital, \$10.

MHES congratulates the winners.

Membership applications are being mailed to chapter presidents. The membership fee is \$1 a year.

Everyone should do his part to obtain an increase in salary, a 25-year pension, payment for unused sick leave, and other vital improvements, said F. J. Krumman, president, and Dorris Blust, secretary.

## Southern Conference To Meet on Sept. 12

The Southern Regional Conference of the Civil Service Employees Association will hold its fall meeting on Saturday, September 12 at 2:30 P.M. at Katonah Memorial Park, Katonah.

Westfield State Farm is the sponsoring chapter, and asks that those attending inquire at the front gate of Westfield State Farm, Bedford Hills, for escorts who will accompany them to the park.

Candidates endorsed by the Conference for election have been invited. These include President, John Powers; 1st vice president, Joseph Feily; 2nd vice president, John P. Quinn; 3rd vice president, Robert Soper; 4th vice president, John O'Brien (petition now in circulation); 5th vice president, Celeste Rosenkranz; secretary, Dorris Blust; treasurer, Vernon Davis.

Letters have been sent out by President Charles E. Lamb to all chapter presidents, with copies of the by-laws and the agenda of the meeting.

The business meeting will be followed by a clam bake.

It is hoped that as many chapter presidents, delegates and members will be in attendance, as in previous years.

# Activities of Employees in New York State

## Rockland State Hospital

**NEW SAFETY** feature inaugurated at Rockland State Hospital by the Safety Department is the lecture series on "Fire Safety in Your Hospital," given for student nurses, affiliating nurses and attendants assigned to the regular attendants course.

The lectures are being delivered by one of the hospital's policeman William Herman, who has been an instructor in the County Fire School and is fire coordinator for Rockland County.

Fire prevention, fire detection, fire control and evacuation are being covered. Two films, "Know Your Extinguisher" and "Fire Safety in Your Hospital" are also being used.

The lectures were given until summer arrived and will be resumed in the fall.

The Safety Division, supervised by Margaret Burke, principal of the by Fred Kennedy, Jr. is indebted School of Nursing, for her cooperation in including these lectures in the classes conducted by the school.

### Marion Howell Honored

Marion Howell, dental hygienist at Rockland State Hospital for the past 16 years, was given a farewell party.

Miss Howell is leaving the hospital to teach dental hygiene in a public school at New Hyde Park, L. I. A large group of friends and co-workers honored her.

Toastmaster was Emil M. R. Bellman, president of the Rockland State Hospital chapter of the CSEA, who described the guest of honor as "one of the top committee chairmen" in the chapter.

Miss Howell was chairman of the chapter's educational committee.

She surveyed educational needs of the employees and as a result several new courses were included in the adult education program.

Dr. Alfred M. Stanley, director of the hospital, offered the best wishes of the institution for Miss Howell's future success.

"You have done excellent work for the hospital," he said, "and I know you have the capacity and ability to better yourself in your new position. On behalf of the institution I wish you the best of success."

Rebelle Eufemio, secretary of the chapter, presented Miss Howell with a costume jewelry and a handbag containing money, a gift from the employees of Rockland.

Mr. and Mrs. Bollman were offered felicitations for their twenty-fourth wedding anniversary.

Miss Howell is a past president of the State Dental Hygienists Association.

## Chenango County

**THE FOLLOWING OFFICERS** were elected by the Chenango County Chapter, CSEA: President, Carl Conway, general foreman of the County Highway Department; 1st vice president, T. Burton Tiffany, City Fire Department; 2nd vice president, John B. Halpin, Sheriff's Department; 3rd vice president, Robert Palmatter, Afton Police Department; 4th vice president, dent, Eleanor J. Gibson, County Judge's office; secretary, Ruth Black, Bainbridge School; assistant secretary, Margaret Lothridge, Norwich School; treasurer, Myrtle Clark, County Treasurer's Office.

The social committee to plan the annual dinner in October consists of Doris Redden, chairman; Mary Coe, Ruth Hoag, Frank J. Machio and Ruth Griffin.

The membership committee was announced by President Margaret E. Hubbard; Katherine Lyons, chairman; Ross B. Windsor, Guilford, Co-chairman; Albert S. Balcorn, Sherburn; Ralph Bassett, New Berlin; Alene Elliott, Bainbridge; William Burch, Mt. Upton; George Roach, Oxford; Martie Gross, Greene; Arthur Weeks, Afton; Donald Burr, Norwich; Catherine Hill, Norwich; Albert Herdiker, Rockdale; Deward Franklin,

Plymouth. Ernest L. Conlon, CSEA field representative, expects to see Guy Marvin, Chairman of the Board of Supervisors of Chenango County, in regard to the new Social Security Law benefits.

## Central Islip State Hospital

**MR. AND MRS. Andrew Morrow** and family spent three weeks touring Florida.

Mrs. Helen Nevins, supervisor of A, spent her vacation in Boston.

Dr. and Mrs. Irving Jacobs announced the birth of a daughter, Lesli Laura. Congratulations!

Mr. and Mrs. Albert Bink motored to the White Mountains.

Mrs. William Kilnke was feted a baby shower at Miller's Hotel recently.

Mr. and Mrs. Alfred Gaideczka and daughter, Barbara Ann, spent part of their vacation visiting St. Ann's Shrine in Quebec.

Victor O'Toole and Michael Koe-gantraveled to Montreal and Toronto, Canada to visit relatives.

Michael Convey and Patrick Waters vacationed in Cairo, N. Y. They golfed every day.

The Central Islip State Hospital Chapter, CSEA, through President Thomas Purtell, extends its best wishes to Mrs. Marie Hammer on her marriage to Thomas Kirka, of the carpenter shop.

It extended its deepest sympathy to Mrs. Anthony Cordovano and Robert Tisch on the death of their father.

We are happy to see Dr. William Treichel up and about after his recent operation.

## Kings Park State Hospital

**THE KINGS PARK** baseball team concluded its schedule with a 5-to-0 victory over the Creedmoor team. The KP record for the season is 10 wins as against two losses.

The Children's Unit of the KP Hospital recently presented a fairy tale in three acts at York Hall, entitled "The Magic Beanstalk." The operetta, based on "Jack and the Beanstalk," was the first one ever attempted by the children at the hospital. Everyone attending enjoyed it very much.

We welcome our new group of affiliate students to Kings Park. The 33 students come to us from Tuskegee Institute, Brooklyn, Flower Fifth Avenue, and Jewish Hospitals.

Miss S. Marion, O. T. Dept., is on vacation touring European countries.

Welcome to Miss Marsdom on her new job in our School of Nursing. She comes to us from Columbia University.

Sympathy is extended to the family of Louise Rlenicke of Group 4 on the death of her mother.

## State Insurance Fund

**AL GREENBERG**, chairman of the membership committee, SIF chapter, CSEA, presented on behalf of the chapter membership awards to Edna Crawford of Actural, and Verneal Moore of Underwriting. Miss Crawford received a lighter, and Mr. Moore a pen and pencil set, for the fine work they did in getting new members. Any chapter member who brings in three or more new members will receive a prize.

Edward Balkus of Safety Service, one of Isaac Walton's proteges, won a fishing pool prize for catching a 10-pound fluke off the shore of Long Beach, N. J.

Congratulations to Victor Troy on the new addition to the family, Monica Ruth Troy, six pounds, eight ounces.

## Onondaga County

**A MEMBERSHIP DINNER** meeting for area chapters was held at Drumlins on September 2. Mrs. Norma Scott, president, and Mrs. Laura Gurniak, membership chairman, represented Onondaga chapter.

The chapter clambake is a sell-out. Tickets are in all departments and none have been returned. No tickets will be available at the bake.

Recently Norma Scott suffered a sprained ankle. Now we have Arlene Brady, Water Department, with her thumb in a cast and latest report is that Lois Smith, Welfare Department, damaged a toe. We're sorry.

Sympathy from the chapter is extended to Mrs. Irma Misita, our secretary, and to members of her family, on the death of her mother, Mrs. Theresa Yannl.

## Dannemora State Hospital

**OUR SYMPATHIES** are extended to Clifford Lavigne and family over the death of wife and mother. Death also called the mother of Charles and Lawrence Fitzpatrick, and Mrs. Darward Scribner. Our sympathies goes out to this family.

Guess our summer season is over now.

Many employees and their families enjoyed themselves at the annual picnic.

Another late summer sign is the return of the city fresh air children to whom the Harley Dames and the James Drollettes played foster parents.

Congratulations to William Carlew, our X-ray technician, recently married. Bill also came up with a new car.

New faces of employees include Virginia Lacy of Keesville, new steno in the front office; Arthur Rabideau, uniformed personnel, and Henry White, cook in the main kitchen. The newest member of the medical staff is Dr. Natkanski.

Fifteen students of the nursing class of the Plattsburg State Teachers College visited the hospital and were conducted through the institution.

Kenneth Hayes and Elmer Gagnier are recuperating at their homes after a siege of sickness.

One of the big winners at the first annual all bred show of the Adirondack Kennel Club held at Saranac Lake, was Dr. Ross Herold's dog. A springer spaniel, Brucie, won three prizes.

When it comes to birthday presents, Dolly Ryan's latest one will not be forgotten. A hat, the creation of designer Joe Luck, was made of almost anything that was handy, but Dolly won't have to worry about ever encountering a hat exactly like it. All we need is a picture of Dolly modeling that hat for the readers of this column. We wish Dolly many happy returns.

Among the institutional personnel who enjoyed their summer trips, are Harold Cromie at Niagara Falls, the Leon LaGree's in Canada, and Connie Langey, a Quebec cruise.

The newest member of the institutional T.B. service is Chester Kilfoyle.

A trip to Saratoga was the experience of John Kearney and his niece, Mrs. Everett Peno.

Morris Martin is serving with the National Guard at Camp Drum near Watertown.

The first steps for the coming bowling season have been taken. The new bowling officers are Carlton Gilroy, president; Morris Martin, secretary, and John Bigelow, treasurer.

When it comes to feeling helpless, our Bill Pollock reached the nth degree when he found his youngster had locked himself in the car. Bill was assisted by three Clinton prison guards in forcing a ventilation window and unlocking the door. Bill thanks Harold Root, Tommy Howard and Mike Welsh for their help.

Our latest loss and Clinton Prison's newest gain is Harold Smith, Jr., who has accepted an appointment as a guard. Leaving us to accept an appointment at Green Haven Prison is Robert Canning. Best of Luck to both.

The annual membership kick-off dinner of the chapter was held at the American Legion Home in Plattsburg on August 26. Larry Hollister, field representative, presided. He accompanied Vernon Tapper, co-chairman of the membership committee. President Howard St. Clair and Everett Peno represented our chapter. Other chapters represented were Plattsburg State Teachers College, Ray Brook, Essex County, and Clinton Prison.

## Newark State School

**MRS. KATHLEEN WARD**, president of Wayne County American Legion Auxiliary, is attending the Legion convention in St. Louis.

Mr. and Mrs. Clifford Boekhout have bought Dr. Perillo's house at 208 Church Street.

Mrs. Pauline Fitchpatrick attended the interim meeting of Western Conference, CSEA, at Batavia on August 29.

The display of our O.T. Department at the Palmyra Fair was a fine demonstration of the work being done by that department. Remember the first meeting of

our chapter is September 16, 7 P.M. at the Kane Home.

Mrs. Fitchpatrick, president, and Mrs. Manley, chairman of the membership committee, are attending a meeting at York Inn, Phelps, on September 9 to discuss a membership campaign for the coming year.

All chapter members are urged by the president to get interested in the Association election to be held in October. Study the candidates' records and return your ballot promptly.

Helen De Potter, staff nurse at Girls Hospital, is on a three-weeks vacation. She will be married on September 12 to Samuel Hornell. Best wishes to the couple!

William Verbridge is in Cleveland for a few days.

Mr. and Mrs. Maddock are on a fishing trip in their new boat on the St. Lawrence.

Mr. and Mrs. Ted Lane are at Dingmans Point, Alexandria Bay.

Mary Fernandez is in sick bay. On vacation from Boys Hospital are Mr. Sebring, Mr. De Schepper, Mr. Vitticore, and Mr. Gullo.

Mae Collins started work in B.H.3 September 1.

John La Clare is ill. On recovery he will enter Rochester State Hospital for nurses' training.

## Manhattan State Hospital

**THE MANHATTAN STATE** Hospital chapter, CSEA, is urging Mental Hygiene Department employees to sign petitions being circulated for the nomination of two Mental Hygiene employees as vice presidents of the CSEA.

Fellow-employees were deeply shocked to hear of the sudden death of a former senior stores clerk, Nathan Liepmann, an employee at the Hospital for 13 years. His widow, Mrs. Grace Liepmann, thanked employees for their expressions of sympathy, and for floral pieces.

Tuesday, September 8, is field day at MHS.

Get well wishes are extended to Dr. Paul Schnieder, and Mae Begley. Recently sick, but well now, are Nora Tracey and Ed Fletcher.

The chapter welcomes Oswald Graf, head account clerk, recently transferred from Rockland State Hospital, and Jerry Menchel, of the OT, who had been on a leave of absence, educating himself for bigger and better things in the occupational therapy field.

**Record Membership** Membership in the chapter reached an all-time high this year, and sincere appreciation is extended to the membership committee for a fine job. In a few days new membership applications will be distributed and the drive will be on for 1954.

The chapter was represented at a special membership meeting held on September 1 under the chairmanship of Charles R. Culyer, field representative, CSEA.

The bowling league project of the Conference has received strong support. More about this later.

Congratulations to Timothy Lawlor, of the Engineering Department, on his recent marriage. The bride was Rose Cullen.

## Commerce Dept. Albany

**WITH A RATING** of 92 percent, the Department of Commerce chapter Civil Service Employees Association, today launched its annual membership drive. Of a total of 216 members eligible, a membership of 198 was reported by Stanley LeNoir, chapter president.

Commerce ranks among the 21 State chapters having 90 percent membership, or better, although the Department is the youngest and numerically smallest in the State service. A number of employees in regional offices, notably NYC, are members of other chapters of the Association.

The 1953 membership committee is headed by George Cooper and includes Jeanette LaFayette, Jane Oliver, Marcia Griffin, Walter Bowe, Helen Gibbons, and Jane Barton.

Representatives to the executive committee recently appointed by President LeNoir are Janes Kierman, administration; Maurice Schwadron, publicity; Margaret Byrnes, Economics and Walter Willette, Commerce and Industry.

First of the fall social activities of Commerce employees will be the third annual clambake scheduled for September 15.

## EYEGLASSES

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## Wallach Appointed Magistrate

Louis S. Wallach, who was associate attorney for the State Department of Agriculture and Markets since 1935, in charge of the Division of Milk Control and the Koshers Law Enforcement Bureau in NYC, has been appointed a City Magistrate by Mayor Vincent R. Impellitteri. He was sworn in at City Hall for a full 10-year term.

His many friends in the department and elsewhere wished him a long and happy career as a jurist, and assured him they knew that he will continue to give as valued service to the City government as he did to the State.

Magistrate Wallach was an active member of the Civil Service Employees Association during his service with the Department of Agriculture and Markets.

# Plans Made for Oct. 3 Central Conference Event

MARCY, Sept. 7 — The advisory committee of the Central New York Conference, Civil Service Employees Association, met at the home of Charles D. Methe.

Plans were formulated for the fall meeting of the Conference to be held October 3, at Syracuse State School.

An invitation has been extended to Granville Hills, personal director, Department of Mental Hygiene, to conduct a forum on relations between employees and supervisors in civil service.

An invitation has also been extended to William S. Callahan, assistant director of business administration, to be the principal speaker at the annual dinner of the Syracuse State School chapter, to be held that evening.

In addition to Mrs. Methe, the man, Ella Welkert, Margaret Fenk, following were present at the meeting: Helen Musto, Ruth Sted-Eunice Cross.

## Livingston County Group Gets Charter

ALBANY, Sept. 7 — The Livingston County chapter, CSEA, at a picnic meeting at Hemlock Park, received its Association charter from Jack Kurtzman, Association field representative.

The chapter salary committee, headed by Loren Brink, is planning a survey of town, village, and non-teaching school employees, as to duties, qualifications, and privileges. The information is to be used by the salary and grievance committees. Joseph Vallone is chairman of the grievance committee.

A strong effort is being made by Nellie McNulty, chairman of the membership committee, to include a wider range of representative groups and to increase membership in those groups already represented.

The picnic was planned by Joseph Griffo and his social committee.

## EXAMS FOR PUBLIC JOBS

Applications are being received by the New York State Civil Service Commission in the following open-competitive exams.

Candidates must be residents of New York State for one year, except where otherwise stated.

Last day to apply is given at the end of each notice.

Pay is given at start and after five annual increments.

Apply to the State Civil Service Department, State Office Building, or 39 Columbia Street, Albany; Room 2301, 270 Broadway, NYC; or Room 212 State Office Building, Buffalo. Applications are obtainable in person, by representative or by mail.

### STATE Open-Competitive

8118. GAS TESTER, \$3,091 to \$3,891. Requirements: either (1) bachelor's degree in mechanical or chemical engineering, or (2) two years' experience in the engineering or commercial department of a gas company including experience in testing of gas for heating value and chemical constituents and related chemical laboratory work, or (3) equivalent combination. Fee \$2. (Friday, September 11).

8120. JUNIOR INSURANCE EXAMINER, \$4,512 to \$5,339. Vacancies in NYC and Albany. Open nation-wide. Requirements: two years' experience in insurance company, regulatory agency, public accounting or actuarial consulting firm either (a) maintaining or auditing insurance company books and accounts, or (b) making actuarial computations, computing reserved and drawing conclusions regarding actuarial problems; and (2) either (a) college graduation with 24 hours in accounting or insurance or 20 hours in mathematics, or (b) college graduation and one year's experience or (c) high school graduation and three years' experience or (d) equivalent. Fee \$3. (Friday, September 11).

8121. SENIOR STENOGRAPHER (LAW), \$2,771 to \$3,571. Seven vacancies in Albany and five in NYC. Requirements: either (a) one year of legal stenographic experience, or (b) two years of general stenographic experience or (c) equivalent. Fee \$2. (Friday, September 11).

8122. OFFICE MACHINE OPERATOR (CALCULATING—KEY DRIVE), \$2,180 to \$2,984. Three vacancies in NYC. No written test. Requirements: (a) three months' experience, or (b) course in operation of calculating key drive machine. Fee \$1. (Friday, October 24).

### STATE Promotion

The following State promotion exams are now open for receipt of applications. Last day to apply, is given at the end of each notice.

Promotion exams are open only to present employees of the State departments and their subdivisions mentioned, who hold eligible titles. Exam number, title, pay at start and after five annual increments, are given.

7133. CHIEF CLERK (Prom.), Employees Retirement System, Audit and Control, \$5,414 to \$6,537. One vacancy in Albany. One year in clerical position (including clerk, typist, stenographer and machine operator) allocated to G-16 or higher. Fee \$4. (Friday, September 11).

7134. SENIOR ACTUARIAL CLERK (Prom.), Employees Retirement System, Audit and Control, \$2,931 to \$3,731. Two vacancies in Albany. One year in position allocated to G-2 or higher. Fee \$2. (Friday, September 11).

7135. SENIOR STENOGRAPHER (LAW), (Prom.), State Commission Against Discrimination, Executive Department, \$2,771 to \$3,571. One vacancy in NYC. One year in clerical position (including clerk, typist, stenographer and machine operator) allocated to G-2 or higher. Fee \$2. (Friday, September 11).

7136. ASSOCIATE MEDICAL BIOCHEMIST (Prom.), Laboratories and Research, Department of Health, \$8,350 to \$10,138. One vacancy in Albany. One year as

senior medical biochemist. Fee \$5. (Friday, September 11).

7137. SENIOR INSURANCE EXAMINER (Prom.), Insurance Department, \$6,088 to \$7,421. Six months in position allocated to G-21 or higher. Fee \$5. (Friday, September 11).

7138. ASSISTANT INSURANCE EXAMINER (Prom.), Insurance Department, \$5,189 to \$6,313. Five vacancies in NYC and one in Albany. Six months in position allocated to G-17 or higher. Fee \$4. (Friday, September 11).

7139. SENIOR ACTUARIAL CLERK (Prom.), Albany office, Insurance Department, \$2,931 to \$3,731. One vacancy. One year in position allocated to G-2 or higher. Fee \$2. (Friday, September 11).

## Employee Activities

### Ray Brook

#### CIVIL SERVICE PICNIC

RAY BROOK'S CSEA chapter held its second picnic of the season on August 23, in connection with Department of Health activities. A spirited softball game between those old rivals, the Main Building Wildcats and the Infirmary Building Tigers, started the fun. The lineup:

Tigers:	Wildcats:
Kern c	Beck, Jr. lf
Hessler 1b	Levy rf
Arnett ss	Solomon sf
Martell 3b	Wiggin cf
Colabella sf	Peacock 3b
Knobel lf	Greco ss
Plumley 2b	Bush c
Ratigan rf	Collala 1b
Gordon p	Allen p
Webb, Jr. cf	Webb, Sr. 2b

During Dr. Gordon's tour of duty on the mound, a familiar truck rushed ice-cold beer to him. His teammates took the occasion to present him with a souvenir softball signed by all of them. Under Lester Allen's pitching, the Wildcats managed to win, 10 to 8. A crowd of 200 watched the encounter, wetting their appetites for the events to follow.

#### Roast Beef Barbecue

A barbecue supper of roast beef and corn-on-the-cob appeared, as if by magic, from the culinary department, which is managed and staffed by George Riebel, Dick Moon, Miss Egen, Miss Post, Bill Clements, John Arnett, and Clyde Perry. Frank Ratigan, vice president of the chapter, was observed lending a hand here and there. The meal evoked praise from all sides and was accompanied by recorded music over John Bala's "hi fi" equipment.

As feature event of the evening, Dr. Frederick Beck, director of the Ray Brook State Hospital, made presentations to civil service personnel.

Introducing the first group, he explained that the Department of Health had devised a plan for honoring employees for length of service, a creditable idea because "people, as they stay longer and longer, become more and more valuable, an integral part of the team."

#### Awards Presented

He then gave pins and certificates to those who had worked at Ray Brook 25 years or longer: Katherine Brizitis, Henrietta Farman, Mabel Ingalls, Delia Marouski, Anna Sanlow, Edward Attridge, Joseph Brown, Joseph Kurung, James Marouski, Floyd Miller, Herbert Narsh, Clyde Perry, Clarence Pryne, George Riebel, Charles J. K. Ryan, Walter Ryan, Kenneth Soper, Harry Sullivan.

The next awards went to 12 hospital engineers, and consisted of certificates for having passed

a course in stationary engineering under Harry Sullivan's guidance. They studied the State-sponsored course, Dr. Beck pointed out, on their own time, but its benefits are twofold: the State is provided with more proficient men, and those men are prepared for better civil service positions.

There was an award for the professor himself, Mr. Sullivan. The 12: Wendell Benedict, James Courtney, John Fogarty, Ernest Foster, Edward Girard, Winchester MacDowell, Lloyd Manning, Herbert Neale, Chris Oberst, Gordon Van-Nortwick, Robert Van-Nortwick, Roland Martell.

Dr. Beck turned to Dr. Joseph Gordon, who is leaving Ray Brook's thoracic surgery department, and gave him gifts contributed by employees in the two buildings. Dr. Gordon told the assembled group that whatever achievements had been made in Ray Brook's surgical service were due to the devoted work of many, many people. "For example, Paul Smith's electric power may have failed from time to time, but Harry Sullivan's department never failed."

The evening ended with dancing and refreshment.

### Public Service Metropolitan

THE FIRST FALL meeting of the Metropolitan Public Service chapter will be held on Tuesday, September 15 in the hearing room of the Commission, 8th floor, 233 Broadway, NYC, at 5:30 P.M.

The agenda will consist of election of delegates to attend the Association's annual meeting on October 13 and 14 in Albany; election of delegates to the Metropolitan New York Conference, and reports of officers.

All members are urged to attend the chapter meeting.

### James E. Christian Memorial

THE MEMBERS of the James E. Christian Memorial, Health Department, chapter and members of the Division of Laboratories and Research chapter, both CSEA, will go to Picard's Grove, New Salem, for a steak roast on September 23. The roast steaks served by Picard are out of this world. Gene Cahalan and his social committee have really gone overboard to make the event a red-letter day.

Gene and his associates devised a lively sports program.

Dancing in the moonlight will follow the feast.

### Teachers College

OFFICERS of the Brockport chapter, CSEA, for the current year are: President, Mrs. Hazel G. Nelson; Vice-President, Wilbur G. Adriance; secretary, Mrs. Belva W. Browne; Treasurer, Mrs. Francine Bailey Snover, and Delegate, Mrs. Nelson.

### Div. of Employment NYC and Suburban

THE DIVISION of Employment chapter, metropolitan and suburban area, CSEA, invites any employees affected by the layoffs to telephone any inquiries from the NYC area to Al Reinhardt, at Plaza 3-4250, and from the suburban area to Grace Nulty, Mount Vernon 4-3850.

### Visual Training

OF CANDIDATES For The Police, Fire, Sanitation & Correction Depts.

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MANHATTAN: MONDAY AT 1:15; 5:45 OR 7:45 P.M. JAMAICA: TUESDAY AT 7:30 P.M.

### TRANSIT PATROLMAN

APPLICATIONS WILL OPEN OCTOBER 14th

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Class Meets MONDAY at 1:15, 5:45 or 7:45 P.M.

APPLICATIONS WILL OPEN SEPT. 9th

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This examination should appeal to men who are still UNDER 35, and with vision not poorer than 20/40.

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Classes for Both Exams Meet WED. at 7:30 P.M.

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APPLICATIONS WILL OPEN SEPT. 9th

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TUESDAY, SEPTEMBER 8, 1953

## Civil Service Entitled To a Kind Word, Too

ONE of the nice aspects of civil service is that it goes out of its way to provide job opportunities for the handicapped. In fact, special exams are given in some instances for the handicapped only, or the handicapped are provided with special facilities at exams. NYC holds exams on blind typists.

The current exam for small arms repairers is only one U. S. example, but it is noteworthy that the U. S. keep repeating, in exam notice after exam notice, that a handicap, if it does not impair one's ability to do the job, and doesn't constitute a work hazard to himself or others, does not bar an applicant.

### No Age Discrimination

Then, too, there are the age limits. You see in the classified advertisements how young you have to be to be worthy of a job in private industry. The middle-aged naturally turn to civil service, if the job does not require arduous physical effort or agility, because private industry's present age-35 maximum does not apply. In Federal jobs even persons over 70 are being hired; in the New York State or NYC governments, age 70 is the maximum. In general, in all three jurisdictions, the minimum hiring age is 18, though the application age is 17, while senior high school graduates may be hired even if under 18.

### Has Its Compensations

The pay of a public job may not be the highest obtainable anywhere, the hours may be a bit more a week though diminishing, and the opportunities for spectacularly swift rise may be lacking, but attractive pension systems, employment stability (particularly in State and NYC), and a wholesome regard for human considerations, with a fair break to all, are real compensations.

## Central Control Needed For Uniformity of Benefits

NYC shows signs of restoring its training program. It's been more than a dozen years since it forsook the experiment. In fact, the program never got off to the intended start.

New York State conducts training and keeps expanding and improving it. But the Civil Service Commission has far more inter-departmental authority than the NYC Commission.

### A Disordered Situation

The need for an overall authority, such as exists in the State, is clear. Not only do training programs flourish under such central management and incentive, but vacation, sick leave, attendance rules and other important considerations attain some uniformity. In NYC the variations on the themes are paradoxical.

The day must soon come when the NYC Commission will be not only authorized but directed to bring order out of chaos, just as it is now trying to do with the job classification, by order of Mayor Vincent R. Impellitteri.

## Question, Please

PLEASE STATE whether the U.S. and New York State governments also publish tentative key answers. I know NYC does, but what are the rules?

Answer — Only NYC, among the three, publishes tentative key answers. After the test has been held, the tentative key answers are published. Candidates who wish to file protests have until one week after the last date of publication of the tentative key answers to submit their protests, together with the evidence upon which such protests are based. Protests filed after the final date set for the receipt thereof will not be considered, nor will claims of manifest error in respect to final key answers be accepted thereafter. Protests must be filed in writing, must be signed by the candidate individually and alone, and must state his address. Only protests filed by individual candidates will be considered. Anonymous protests, protests by groups of candidates, by various agencies or organizations, by departmental officials, by attorney or other agents for candidates, or by any one who is not a candidate in the examination will not be considered. After the Commission has considered all protests, properly filed, it will publish the final key. In exams for which continuous filing prevails, only those candidates who have received a rating of not less than 5 percentage points below the passing rating will be permitted to review their examination papers and the key answers in the presence of a representative of the Commission's examining staff.

## Ousted UN Employees Get Up to \$40,000 Each

The Administrative Tribunal of the United Nations ruled last week that the dismissal of 11 UN employees, American citizens, on loyalty grounds uncovered by a Congressional committee, was illegal as a "misuse of power." Four were ordered reinstated. Seven wanted no reinstatement, but back pay \$6,000 to \$40,000 each, for the period of suspension or non-employment. The payments will be made. The UN staff said the four ordered taken back would not be taken back. They may get back pay instead.

## 112 Get a Raise At Fort Slocum

Colonel James B. Kraft, Commanding Officer of Fort Slocum, announced a pay raise by the Wage Board to employees of the Army-Air Force.

About 112 civilians will get larger checks about September 11. Increases average 14 cents an hour for trade, craft and laborer employees, and 17 cents an hour for supervisors.

Arthur W. Weiss, civilian personnel director, said the pay for each employee will be adjusted to the new scale for the same grade and step held under the old schedule.

## Exams Now Open

State Open-Competitive

8101. RECREATION SUPERVISOR, \$4,206 to \$5,039. One vacancy each at Binghamton State Hospital and at State Training School for Girls, Hudson. Requirements: (1) bachelor's degree; (2) one year's experience in recreation work in administrative or supervisory capacity in recreation program or in supervision or promotion of recreation programs; and (3) either (a) one more year's experience, or (b) 30 graduate hours in appropriate field, or (c) equivalent. Fee \$3. (Friday, September 11).

8102. RECREATION INSTRUCTOR, \$3,251 to \$4,052. 21 vacancies at Binghamton, Brooklyn, Buffalo, Iroquois, Manhattan, Marcy, Middletown, Brentwood, Orangeburg, Ulster, Wassail, Staten Island and Sonyea. Requirements: (1) bachelor's degree or diploma from three-year course in physical education; and (2) either (a) specialization in college in physical education, or (b) one year's experience in physical education or recreation, or (c) 30 graduate hours in physical education or recreation, or (d) equivalent. Fee \$2. (Friday, September 11).

## CIVIL SERVICE

# NEWS Letter

WHILE JOB STABILITY remains high in the New York State and NYC governments, and will continue so, for as far in the future as one dares to peek, the U. S. governments in the throes of a readjustment.

The U. S. is up against the problem of whom to lay-off when reduction in force becomes necessary, and finds itself tangled in the Veteran Preference Law, and rules of the U. S. Civil Service Commission.

U. S. employees are rated as Outstanding, Satisfactory, or Unsatisfactory, and, other factors being equal, employees are laid off in the inverse order of rating level. The scheme doesn't work, but who ever expected it would? Nearly everybody winds up as Satisfactory, so the rating effect is practically eliminated.

Also, many a supervisor is more friendly than objective in giving an Outstanding rating to an employee, while the means of venting personal dislike through an Unsatisfactory rating is all too tempting.

While the Commission has no ambition to change human nature — it is concentrating on objectives practical of attainment — it would like to try a simple, straightforward system, involving only slight paper work but rapid mentality in the rating process. Five categories would be used, instead of three — tweedle dum — with the sheaf of former perfectionist rating factors eliminated, and a stress put on deficiency instead of efficiency. Really? Yes, because employees falling short of an Excellent rating would be told what defects they'd have to overcome to be rated higher than their present Very Good, for instance. But those who are good wouldn't be told why.

The service rating problem is a tough one, especially when it becomes a time-consuming routine imposed on an overworked supervisor.

Training courses in efficiency rating, for supervisors, are needed, as well as a rating plan that really works. Nobody has come up with a humdinger yet. It's like the case of competitive promotion exams. They don't always qualify the best candidates for the job. But who has a better promotion plan?

WEDNESDAY, September 16 is tentative date for establishment of the NYC fireman (F.D.) eligible list. This month the sanitationman, class B, list will be established. To follow promptly are lists for promotion to assistant supervisor, Welfare Department, and open-competitive for auto engineman, college office assistant A, sewage treatment worker, and Typist grade 2.

The NYC provisionals — persons who passed no exam for their jobs — now number 10,756 in NYC, a drop of 47 in a month. Only a few years ago the provisionals numbered nearly three times as many. The report covering September should show a decided drop, partly because of permanent appointments to clerk, grade 2, jobs in the Department of Hospitals.

RETRIBUTIVE JUSTICE DEPARTMENT: A Federal employee in Washington, D. C., responding to a departmental request for efficiency and economy recommendations, under the Employee Suggestion Program, submitted a reorganization plan, which was adopted. One of his ideas was that his own job was unnecessary. How right he was. The department dropped him. After he was "out" for three months he was notified that his plan had won the top award. He won the prize but lost his job. What a life! But that's not all. There are some things more important than life, but the problem, yet unsolved, is to find out what they are. One Mississippian thought he knew the answer — politics. Though a State employee, he took a leading part in the activities of Democrats for Eisenhower. The General was elected and the State employee, Samuel Lumpkin, was elated. But look what happened:

The U. S. Civil Service Commission ruled against Mr. Lumpkin, former director of the Employment Security Commission of the whole State of Mississippi. He was charged with engaging in political activities in violation of the Hatch Act.

Under provisions of the Hatch Act, State employees whose work is financed in part or in whole by Federal money may not engage in political activities.

Now the Civil Service Reform Association is hanging posters in NYC departments, since a City election will be held in November, warning about the penalties to employees for violation of the Hatch Act and other provisions of law.

When it comes to politics, public employees had better avoid asking, "Brother, Can You Spare a Dime?"

NEVERTHELESS, NYC will hold the written test for surface line operator jobs on Saturday, September 26, as until and unless appointed, exam candidates aren't barred from making contributions to the campaigns of political candidates. The test will be held in three high schools. The candidates number 4,495. Other jobs to be filled from the resultant list are bus operator and conductor, but to be a conductor you have to be at least 5 feet 6 inches tall, though not necessarily handsome. Still, some conductors are handsome, too. Commissioner Albert Williams, NYC Department of Correction, has instituted an "indefinite" sick leave plan, for correction officers. "Indefinite" here means "unlimited." The innovation is one for the department, but not for the City itself. The Fire Department has long been the only one with such a policy. But the Fire Department doesn't mind sharing the honor. It even welcomes more "partners".

U. S. EMPLOYEES paid rates set by Wage Boards fare much better than employees who have to look directly to Congress for a raise. A local Wage Board brings pay in the trade, craft and laborer fields up to the rate prevailing in local private industry. It's hard to get Legislatures to take the same realistic and necessary action, but not impossible, as millions of employees strongly hope they shall see.

THE POLICE CONFERENCE of the State of New York stood its accustomed ground in opposing Social Security coverage for police. So strong is the police objection that the amended Federal law

(Continued on Page 7)

# State and County Tests

## STATE Promotion

The following State promotion exams are now open for receipt of applications. Last day to apply is given at the end of each notice. Promotion exams are open only to present employees of the particular State departments and their subdivisions mentioned, who hold eligible titles.

Exam number, title and pay at start and after five annual increments, are given.

**7157. SENIOR FARM PRODUCTS INSPECTOR (Prom.)**, Agriculture and Markets, \$4,359 to \$5,189; two vacancies at Rochester in Bureau of Markets. One year as farm products inspector. Fee \$3. (Friday, September 25).

**7160. SENIOR MAIL AND SUPPLY CLERK (Prom.)**, Interdepartmental, \$2,771 to \$3,571. Clerical position (including account clerk, clerk, stenographer, typist and machine operator) on or before July 31, 1953. Fee \$2. (Friday, September 25).

**7161. TYPEWRITER SERVICE AND STORES SUPERVISOR (Prom.)**, Division of Standards and Purchase, Executive Department, \$4,814 to \$5,938; one vacancy in Albany. One year as principal stores clerk, principal account clerk, principal clerk, principal stenographer or head clerk. Fee \$4. (Friday, September 25).

**7162. SENIOR MECHANICAL STORES CLERK (Prom.)**, Division of Standards and Purchase, Executive Department, \$2,931 to \$3,731; one vacancy in Albany. One year in clerical position (including clerk, stenographer, typist and machine operator) allocated to G-2 or higher. Fee \$2. (Friday, September 25).

**7163. CHIEF DISABILITY BENEFITS EXAMINER (PLANS) (Prom.)**, Workmen's Compensation Board, Department of Labor, \$7,277 to \$8,707; one vacancy in NYC. One year in position allocated to G-25 or higher. Fee \$5. (Friday, September 25).

**7164. ASSOCIATE CIVIL ENGINEER (DESIGN)**, (Prom.), Public Works, \$7,754 to \$9,394; three vacancies in Albany. Two years in civil engineering post allocated to G-25 or higher; includes senior civil engineer (design), senior civil engineer, senior civil engineer (highway planning), senior laboratory engineer or senior soils engineer; State license

as engineer. Fee \$5. (Friday, September 25).

**7165. SENIOR CIVIL ENGINEER (DESIGN)**, (Prom.), Public Works, \$6,088 to \$7,421; three vacancies in Albany. Two years in civil engineering position allocated to G-20 or higher; includes assistant civil engineer (design), assistant civil engineer, assistant civil engineer (highway planning); assistant laboratory engineer or assistant soils engineer; State license as engineer. Fee \$5. (Friday, September 25).

**7166. ASSISTANT CIVIL ENGINEER (DESIGN)**, (Prom.), Public Works, \$4,964 to \$6,088; 16 vacancies in Albany, three more anticipated. Six months in civil engineering position allocated to G-14 or higher; includes junior civil engineer (design), junior civil engineer, junior civil engineer (highway planning), junior laboratory engineer or junior soils engineer. Fee \$4. (Friday, September 25).

**7167. JUNIOR CIVIL ENGINEER (DESIGN)**, (Prom.), Public Works, \$4,053 to \$4,889; 19 vacancies in Albany, one vacancy anticipated. Three months as senior engineering aide, senior draftsman or senior architectural draftsman. Fee \$3. (Friday, September 25).

**7168. HEAD MAIL AND SUPPLY CLERK (Prom.)**, Tax and Finance, \$4,206 to \$5,039; one vacancy in New York District Office. One year as principal mail and supply clerk, or two years in clerical position (including clerk, stenographer, typist and machine operator) allocated to G-6 or higher. Fee \$3. (Friday, September 25).

**7169. SENIOR MECHANICAL STORES CLERK (Prom.)**, Public Works, \$2,931 to \$3,731; one vacancy in Albany. One year in clerical position allocated to G-2 or higher. Fee \$2. (Friday, September 25).

**8110. CONSULTANT ON CHILD DETENTION CARE**, \$4,964 to \$6,088. One vacancy in Department of Social Welfare, Albany. Open nation-wide. Requirements: (1) two years' graduate study at school of social work; and (2) either (a) four years of social work experience of which two years must have been in children's court or an institution caring for children with behavior or personality problems and two years must have been in administrative, supervisory or consultant capacity,

or (b) equivalent. Fee \$4. (Friday, September 11).

**8111. PRINCIPAL STATIONARY ENGINEER**, \$4,359 to \$5,189. One vacancy each at Cortland State Teachers College, Roswell Park Memorial Institute, Buffalo, and Willowbrook State School. Requirements: five years' experience in the operation and maintenance of high pressure steam or electrical power plant, of which two years must have been in supervisory capacity. Fee \$3. (Friday, September 11).

**8112. SENIOR STATIONARY ENGINEER**, \$3,891 to \$4,692. One vacancy at State Agricultural and Technical Institute, Morrisville; Syracuse State School, and State Institute of Applied Arts and Sciences, Brooklyn. Requirements: three years' experience as steam fireman, oiler, engineer, machinist, steam fitter or electrician, of which one year must have been in charge of operation or maintenance of stationary steam boilers and auxiliary equipment in power plant. Fee \$3. (Friday, September 11).

**8113. STATIONARY ENGINEER**, \$3,251 to \$4,052. One vacancy each in Albany and at Brooklyn State Hospital, Manhattan State Hospital and Newark State School. Requirements: two years' experience as steam fireman, oiler, engineer, machinist, steam fitter or electrician, of which one year must have been in operation or maintenance of high pressure steam boilers. Fee \$2. (Friday, September 11).

**8114. JUNIOR ARCHITECT**, \$4,053 to \$4,889. One vacancy in Division of Housing, NYC, and two in Department of Public Works, Albany. Requirements: (1) high school graduation or equivalency diploma; and (2) either (a) bachelor's degree in architecture and one year's experience assisting in architectural work or (b) master's degree in architecture, or (c) five years' experience or (d) equivalent. Fee \$3. (Friday, September 11).

**8115. SENIOR STENOGRAPHER**, 5th Judicial District, \$2,771 to \$3,571. Open only to residents of Herkimer, Jefferson, Lewis, Oneida, Onondaga and Oswego counties. Requirements: one year's experience; up to six months' training in business school may be substituted. Fee \$2. (Friday, September 11).

**8116. FACTORY INSPECTOR**, \$3,731 to \$4,532. Vacancies in Buffalo, Hornell, Poughkeepsie and Syracuse. Requirements: either (a) four years' experience of which two years must have involved responsibility for safety of others engaged in mechanical or industrial processes; or (b) one year's experience as safety inspector, or (c) bachelor's degree in engineering, or (d) equivalent. Fee \$3. (Friday, September 11).

**8117. CORRECTION INSTITUTION VOCATIONAL INSTRUCTOR (MACHINE SHOP)**, \$3,411 to \$4,212. One vacancy at Greenhaven Prison. No written test. Requirements: (1) State certificate to teach the machinist trade; (2) completion of the ninth grade; and (3) five years of journeyman experience in the machinist trade. Fee \$2. (Friday, October 17).

**8119. MARINE FISHERIES PROTECTOR**, \$2,771 to \$3,571. Four vacancies on Long Island. Requirements: age 21 to 36, at least 5 feet 9 inches, 160 lbs., good physical condition, ability to swim 100 feet; and (1) high school graduation or equivalency diploma; and (2) either (a) one year's experience on fishing vessels in NY State, involving knowledge of gear, equipment and methods in marine fishing, and including operation of motor-driven craft, or (b) one year of law enforcement work in marine waters or (c) equivalent. Fee \$2. (Friday, September 11).

## COUNTY AND VILLAGE Promotion

Candidates in the following promotion exams in counties and villages in New York State must be employees of the county or its subdivision mentioned.

**7452. MIMEOGRAPH OPERATOR (Prom.)**, Social Welfare, Erie County, \$2,750 to \$3,050. (Friday, September 25).

**7453. SENIOR ACCOUNT CLERK (Prom.)**, Public Welfare, Tompkins County, \$2,650 to \$3,150. (Friday, September 25).

**7454. ADMINISTRATION CLERK (Prom.)**, Surrogate's Court, Westchester County, \$4,230 to \$5,350. (Friday, September 25).

**7455. PROBATE CLERK (Prom.)**, Surrogate's Court, West-

# More Federal Agencies Allow Full Decade for Using Up Excess Leave

WASHINGTON, Sept. 7 — Federal departments are still trying to get a more equitable annual leave system in general operation. The law has been enacted, and there's no changing that for many a month, but the rulings and policies within the law are important, too, for instance, in regard to accumulation of annual leave.

The new law, now in effect, provides that employees who carry over more than 30 days' accumulated leave, to this year, may receive terminal leave pay in cash up to the amount of leave carried over from previous year, but if they carried over fewer than 30 days from the previous year, they may be paid only for the actual accumulation, to 30 days. Leave earned during the present year therefore doesn't increase the total.

Comptroller General Lindsay Warren ruled that employees being let out or retiring could take this year's leave prior to separation, but it was up to the department head when and if such leave is to be granted.

A popular formula for dealing with accumulations is backed by the Defense Department. The plan would give Army, Navy and Air Force employees 10 years to reduce annual leave accumulations that exceed the 30-day maximum. Only the excess would be allowed the decade.

The law gives agencies "a reasonable number of years" to force employees to reduce leave.

Several agencies, including the Civil Service Commission, already have adopted the 10-year plan. But one, the General Accounting Office, has laid down a four-year formula.

## NEWSLETTER

(Continued from Page 6)

excludes police from eligibility to SS for their police job. Yet hundreds of thousands of policemen, because of service in the armed forces, are covered by Social Security, though not increasing their credits under SS for police work. The whole idea is to compound the benefits of the two systems, not destroy existing systems that meet modern needs. Where SS has supplanted State retirement systems, you should know how decadent the State systems were, and what an improvement the SS substitution worked.

chester County, \$4,230 to \$5,350. (Friday, September 25).

## COUNTY AND VILLAGE Open-Competitive

Candidates for jobs with counties and villages of New York State must be residents of the locality as well as State residents for at least one year.

**8557. COURT CLERK**, Courts of Record, Erie County, \$3,450 to \$3,750. (Friday, September 25).

**8575. ACCOUNT CLERK-TYPIST**, Orleans County, \$1,840. (Friday, September 25).

**8578. CHILDREN'S COURT CLERK AND STENOGRAPHER**, Sullivan County, \$2,260 to \$2,660; one vacancy. (Friday, September 25).

**8579. CLERK**, Sullivan County, \$90 to \$1.05 an hour. (Friday, September 25).

**8580. SENIOR CLERK**, Sullivan County, \$2,350 to \$2,750. (Friday, September 25).

**8581. STENOGRAPHER**, Sullivan County, \$2,350 to \$2,550. (Friday, September 25).

**8528. SENIOR STENOGRAPHER**, Sullivan County, \$2,350 to \$2,750. (Friday, September 25).

**8583. TYPIST**, Sullivan County, \$2,350 to \$2,550. (Friday, September 25).

**8584. ACCOUNT CLERK-TYPIST**, Tompkins County, \$2,250 to \$2,750. (Friday, September 25).

**8585. STATISTICAL CLERK**, Tompkins County, \$2,450 to \$2,950. (Friday, September 25).

**8586. CLERK**, Tompkins County, \$90 to \$1.10 an hour; (Friday, September 25).

**8587. TYPIST**, Tompkins Coun-

ty, \$2,050 to \$2,550. (Friday, September 25).

**8588. SENIOR TYPIST**, Tompkins County, \$2,450 to \$2,950. (Friday, September 25).

**8589. SENIOR ACCOUNT CLERK**, Town of Eastchester, Westchester County, \$3,100 to \$4,500. (Friday, September 25).

**8590. SENIOR ACCOUNT CLERK**, Wyoming County, \$2,500 to \$2,800. (Friday, September 25).

**8602. ACCOUNT CLERK**, Essex County, \$2,160 to \$2,610. (Friday, September 25).

**8603. JUNIOR ACCOUNT CLERK AND STENOGRAPHER**, Westchester County, \$2,310 to \$2,910. (Friday, September 25).

**7448. FILTER PLANT OPERATOR (Prom.)**, Village of Fredonia, Chautauqua County, \$225 a month. (Friday, September 11).

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# Hearing Reporter Heads List of State Tests

The State will begin receiving applications next Monday, September 14, in a new series of exams. Do not attempt to apply before September 14.

On the list is hearing reporter for expert stenos, at \$4,206 to start, and hearing steno, at \$3,411 to start.

Total pay is given in the list at start and after five annual increments, except in county jobs. Written tests will be held on Saturday, December 5. Applications close Friday, October 16. The closing date is at the end of each notice below.

Candidates must have been legal residents of New York State for at least one year immediately preceding the exam date.

**8161. HEARING REPORTER, \$4,206 to \$5,039.** About 40 vacancies throughout the State. **Requirements:** Ability to take difficult verbatim shorthand or machine stenographic notes at a speed of 175 words a minute and to transcribe them by typewriter at a rate of at least 25 words a minute. Fee \$3. Appointees must be free to travel when necessary. Performance test in Binghamton, Albany, Buffalo, NYC, Rochester and Syracuse, December 5. (Friday, October 16).

**8162. HEARING STENOGRAPHER, \$3,411 to \$4,212.** At present there are 2 vacancies in Albany and 2 in New York City. **Requirements:** 2 years of satisfactory stenographic experience and ability to record dialogue dictation at a rate of 150 words a minute and to transcribe the material at a rate of at least 25 words a minute. Fee \$2. Performance tests will be held December 5 in Albany, Binghamton, Buffalo, New York, Rochester and Syracuse. A written

test will also be held on March 6. (Friday, October 16).

**8160. JUNIOR GRAPHIC STATISTICIAN, \$3,571 to \$4,372.** One vacancy in the Dept. of Commerce at Albany. **Requirements:** (1) College graduation; AND (2) either (a) one year of professional statistical experience including graphic and/or cartographic representation of statistical data, or (b) an undergraduate major in economics, statistics or related fields, including or supplemented by a course in drafting or the graphic presentation of statistics, or (c) a satisfactory equivalent. Fee \$3. (Friday, October 16).

**8159. JUNIOR HEATING AND VENTILATING ENGINEER, \$4,053 to \$4,889.** Four vacancies in the Dept. of Public Works at Albany. **Requirements:** (1) high school graduation or equivalency diploma; AND (2) either (a) a bachelor's degree in mechanical engineering plus one year of experience assisting in the design of heating and ventilating systems, or (b) a master's degree in mechanical engineering, or (c) one year of above experience plus 4 years of experience assisting in mechanical engineering work, or (d) a satisfactory equivalent. Fee \$3. (Friday, October 16).

**8158. ASSISTANT HEATING AND VENTILATING ENGINEER, \$4,964 to \$6,088.** Five vacancies in the Dept. of Public Works at Albany. **Requirements:** same as those for No. 8159. Junior Heating and Ventilating Engineer, PLUS 2 more years of satisfactory experience, including at least one year of professional engineering experience in the design of heating and ventilating systems. Fee \$4. (Friday, October 16).

**8169. JUNIOR SOCIAL CASE WORKER, Westchester County, \$2,800 to \$3,480 plus emergency compensation of \$60.** **Requirements:** College graduation by February 1954 with courses in sociology, psychology, and/or allied social science. Fee \$2. (Friday, October 16).

**8153. ASSISTANT DIRECTOR FOR HOSPITAL CONSTRUCTION, \$6,801 to \$8,231.** One vacancy in the Joint Hospital Survey and Planning Commission in Albany. **Requirements:** (1) 3 years of experience in a supervisory or administrative capacity in fiscal

management of a planning and construction program or a governmental activity concerned therewith; AND (2) either (a) 7 years of progressively responsible administrative accounting or auditing experience and high school graduation or equivalency diploma, or (b) 4 years of such experience and college graduation, or (c) a satisfactory equivalent. Fee \$5. (Friday, October 16).

**8154. EXAMINER OF MUNICIPAL AFFAIRS.**

**8155. ASSISTANT ACCOUNTANT.**

**8156. ASSISTANT ACCOUNTANT (PUBLIC SERVICE).** Salary: \$4,053 to \$4,889. Present vacancies:

**8154,** several in Upstate areas. No probability of appointments in New York City area.

**8155,** two in Albany, in Dept. of Social Welfare and Dept. of State.

**8156,** one in Dept. of Public Service at Bualo, four at Albany and one at NYC.

**General Requirements:** (1) one year of accounting or auditing experience involving maintenance or audit of general books of a business (or public utility for 8156) and preparation or audit of balance sheets and profit and loss statements or corporate or business income tax returns; AND (2) either (a) 3 more years of accounting or auditing experience including one year of specialized experience appropriate to title as specified under (1), or (b) college graduation and one more year of the appropriate specialized experience, or (c) college graduation including or supplemented by 24 credit hours in accounting, or (d) a satisfactory equivalent.

**\*Alternate requirements:** 8154, either (a) one year of governmental accounting or auditing experience in preparation of budgets or maintenance or audit of general books of account or (b) one year of experience in teaching accounting, will also qualify under (1).

**8155.** One year of governmental accounting or auditing experience in preparation of budgets or maintenance or audit of general books of account will also qualify under (1). Fee, \$3.

**NOTE:** The list resulting from No. 8155 will also be used for filling MILK ACCOUNTS EXAMINER positions. There are vacancies for Milk Accounts Examiner in Albany, Buffalo and Rochester. Qualified candidates may compete in more than one of these examinations. A separate application and fee must be filed for each. (Friday, October 16).

## Small Arms Repairers Needed in U.S.

Small arms repairers are needed by the U.S. for jobs in the NYC area and in Watertown, Binghamton, Rochester, Schenectady, Utica in maintenance and minor repair work in small arms, such as light machine guns, rifles and revolvers or pistols, is required, or evidence of successful completion of an armorer's course at an armed forces service school.

Applicants must be at least 18 years old on the date of filing application. There is no maximum age limit.

**Opportunity for Handicapped** Persons 70 or older on the day they enter on duty will be given temporary appointments for not to exceed one year. Agencies may renew such temporary appointments.

Persons with physical handicaps which will not prevent satisfactory performance of duties are invited to apply, but applicants must be physically capable of performing the duties, and must be free from such defects or diseases as would constitute a hazard to themselves or others.

Applicants must be citizens of or owe allegiance to the U.S.

**Duties** An appointee stores, issues and makes minor repairs to small arms weapons and accessories for weapons, including hand guns, shoulder guns, machine guns, rocket launchers, recoilless rifles and mounts. He performs preventive maintenance, including disassembling, cleaning, lubricating and re-assembling of weapons. He replaces worn-out parts and installs new parts, maintains records of receipt and issuance of weapons. He assists in the preparation of instructions in small arms.

The exam is No. 2-14-3 (53). Give number and title when applying to Director, Second U.S. Civil Service Region, 641 Washington Street, New York 14, N.Y., or the Board of U.S. Civil Service Examiners, Headquarters First Army, Governors Island, New York 4, N.Y.

## NYC Exam Series for This Month

The following is the list of NYC exams to be open this month for receipt of applications, with dates.

September 9 to 24

### OPEN COMPETITIVE

- Architect.
- Civil engineer, (building construction).
- Clerk, grade 2.
- Correction officer (men).
- Correction officer (women).
- Dietitian.
- Interpreter (Spanish).
- Interpreter (Italian).
- Public relations assistant.
- Radio operator; grade 2.
- Recreation leader.
- Supervisor of mechanical operations.

### PROMOTION

- Assistant mechanical engineer (building construction), Housing Authority.
- Claim examiner (law, grade 3), Comptroller.
- Claim examiner (torts), grade 3, Transit Authority.
- Claim examiner (torts), grade 4, Transit Authority.
- Foreman of caulkers, grade 3, Dept. Water Supply, G. & E.
- Inspector of equipment (third rail), grade 4, Transit Authority.
- Power maintainer, grade B, Transit Authority.
- Senior property manager, Board of Estimate and Bureau of Real Estate.
- Telephone maintainer, Transit Authority.

September 1 to 24

- Numeric key punch operator, IBM numeric key punch operator, Remington Rand.
- Tabulating operator, IBM.
- Tabulating operator, Remington Rand.

September 1 to November 16

- Examiner, Board of Education.

## Where to Apply for Jobs

U. S.—Second Regional Office, U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y. (Manhattan). Hours 8:30 to 5, Monday through Friday; closed Saturday. Tel. WATKINS 4-1000. Applications also obtainable at post offices except the New York, N. Y., post office.

STATE—Room 2301 at 270 Broadway, New York 7, N. Y., Tel. BARCLAY 7-1616; lobby of State Office Building, and 39 Columbia Street, Albany, N. Y.; Room 302, State Office Building, Buffalo 2, N. Y. Hours 8:30 to 5, excepting Saturdays, 9 to 12. Also, Room 400 at 155 West Main Street, Rochester, N. Y., Thursdays and Fridays, 9 to 5. All of foregoing applies to exams for county jobs.

NYC—NYC Civil Service Commission, 96 Duane Street, New York 7, N. Y. (Manhattan) two blocks north of City Hall, just west of Broadway, opposite the LEADER office. Hours 9 to 4, excepting Saturday, 9 to 12. Tel. CORTLANDT 7-8880.

NYC Education (Teaching Jobs Only)—Personnel Director, Board of Education, 110 Livingston Street, Brooklyn 2, N. Y. Hours 9 to 3:30; closed Saturdays. Tel. MAIN 4-2800.

NYC Travel Directions Rapid transit lines for reaching the U. S., State and NYC Civil Service Commission offices in NYC follow:

State Civil Service Commission, NYC Civil Service Commission—IND trains A, C, D, AA or CC to Chambers Street; IRT Lexington Avenue line to Brooklyn Bridge; BMT Fourth Avenue local or Brighton local to City Hall.

U. S. Civil Service Commission—IRT Seventh Avenue local to Christopher Street station.

### Data on Applications by Mail

Both the U. S. and the State issue application blanks and receive filled-out forms by mail. In applying by mail for U. S. jobs do not enclose return postage. If applying for State jobs, enclose 6-cent stamped, self-addressed 9-inch or larger envelope. The State accepts postmarks as of the closing date. The U. S. does not, but requires that the mail be in its office by 5 p.m. of the closing date. Because of curtailed collections, NYC residents should actually do their mailing no later than 6:30 p.m. to obtain a postmark of that date.

NYC does not issue blanks by mail or receive them by mail except for nationwide tests, and then only when the exam notice so states.

The U. S. charges no application fees. The State and the local Civil Service Commissions charge fees at rates fixed by law.

## Eligible Lists

### STATE Promotion

PRINCIPAL STENOGRAPHER, (Prom.), Temporary State Housing Rent Commission, Metropolitan Area

- 1. Bongiorno, Marie, NYC .....89250
- 2. Ruderman, Joan, Bldyn .....82030
- 3. Reidy, Mary, NYC .....86044

PRINCIPAL STENOGRAPHER

(Prom.), Workmen's Compensation Board

- 1. Foley, Virginia, Bldyn .....83610
- 2. Fox, Evelyn, Bldyn .....81830
- 3. Brennan, Anna, Albany .....78170

INSTITUTION STEWARD, (Prom.), State University of New York

- 1. Coni, Benjamin, Cortland .....90010
- 2. Goehle, Robert, Williamsville .....88590
- 3. Campbell, Kelly, New Paltz .....85290
- 4. Paulson, Neil, Plattsburg .....89670
- 5. Walsh, Robert, Vestal .....80610

### STATE Open-Competitive

PROFESSIONAL & TECH. ASST. (LIBRARY SCIENCE)

- 1. DePiro, Paquale, Denver Col .....81750
- 2. Siple, Kenneth, Rochester .....79150
- 3. Trombetta, Olga, Troy .....76950
- 4. Murphy, Mary, Albany .....74150

PROFESSIONAL & TECH. ASST. (ENGINEERING)

- 1. Curtis, Robert, Utica .....84200
- 2. Heintz, William, Hudson .....77300

SENIOR DIETITIAN

- 1. Kamp, Marjalee, Mt Morris 89550
- 2. Weinstein, H., Bronx .....82300
- 3. Kershaw, Margaret, Bldyn .....79300
- 4. Hayman, Pearl, Bronx .....74800

## U. S. Issues New List Of Jobs It Urgently Must Fill

The U.S. Civil Service Commission issued a new list last week of government jobs open in New York and New Jersey.

"The positions represent only the most urgent needs in localities specified," said the Commission.

"Applications will be accepted indefinitely. Minimum age is 18, no maximum age, unless otherwise stated. Salaries quoted are starting salaries. Send your application to the address indicated for the job which you apply."

**2-8(52). ENGINEER, \$5,060 to \$7,040;** openings in following fields: aeronautical; aeronautical research, development and design; architectural; automotive; chemical; civil; construction; electrical; electronics; general; hydraulic; industrial; internal combustion power plant research, development and design; maintenance; marine; materials; mechanical; naval architecture; ordnance; ordnance design; safety; structural; welding. Jobs located in various locations in States of New Jersey and New York. **Requirements:** Completion of 4-year professional engineering curriculum or 4 years of professional engineering experience plus 1 1/2 to 3 1/2 years of progressive, specialized engineering experience. Send Forms 57 and 5001-ABC to Director, Second U.S. Civil Service Region, 641 Washington Street, New York 14, N.Y.

**2-18-1(52). ENGINEERING DRAFTSMAN, \$2,950 to \$5,060.** **Requirements:** 2 to 6 years of drafting experience required depending upon grade applied for. Except for \$2,950 position progressive specialized experienced in mechanical or general drafting required. Send Forms 5001-ABC and 57 to Board of U.S. Civil Service Examiners, U.S. Naval Supply Activities, New York, 3rd Avenue and 29th Street, Brooklyn 32, N.Y.

**2-44-52. SHORTHAND REPORTER, \$4,205.** Jobs located in

in Brooklyn. **Requirements:** From 3 to 5 years appropriate experience which must show technical knowledge of material or items of property, including the ability to read and interpret blueprints, schematic diagrams, manufacturer's catalogs or specifications. Experience must have been in one or more of the following commodity areas: electronic equipment and component parts; electrical equipment and component parts; building and construction materials; metals; plumbing material and equipment; marine hardware; deck and hull fittings; chemicals; paints and varnishes; tools and machinery; general hardware and metallic fastenings; anti-friction and plain bearings. Send Forms 57 and 5001-ABC to Recorder, Board of U.S. Civil Service Examiners, U.S. Naval Supply Activities, New York, 3rd Avenue and 29th Street, Brooklyn 32, N.Y.

**2-18-51. TABULATING MACHINE OPERATOR, NYC area, \$2,750 and \$2,950.** **Requirements:** Written test plus from 3 to 6 months appropriate experience. Send Form 5000-AB to Regional Director, Second U.S. Civil Service Region, 641 Wash-

Westchester Counties in New York State and Bergen, Essex, Hudson, Passaic and Union Counties in New Jersey. **Requirements:** Pass written test with dictation at rate of 175 words a minute plus 1 year of progressively responsible experience as a court reporter, hearing stenographer or in similar position. Send Form 5000-AB to Director, Second U.S. Civil Service Region, Federal Building, Christopher St., New York 14, N.Y. (for Syracuse, N.Y. and Camden, N.J. jobs) or Board of U.S. Civil Service Examiners, U.S. Naval Supply Depot, Bayonne, N. J. Mention Announcement 2-33 (53) Syracuse, 2-34 (53) Camden, or 2-8-2 (52) Bayonne.

**2-18-51. TABULATING MACHINE OPERATOR, NYC area, \$2,750 and \$2,950.** **Requirements:** Written test plus from 3 to 6 months appropriate experience. Send Form 5000-AB to Regional Director, Second U.S. Civil Service Region, 641 Wash-

**2-44-52. SHORTHAND REPORTER, \$4,205.** Jobs located in NYC Area, including Rockland and  
(Continued on Page 10)



Repeated by Request

# Another Sensational Special for Readers of The Leader

LIMITED SUPPLY AVAILABLE!

## AT LAST! SCIENCE SHOWS YOU HOW TO...

# Stop Headlight Glare! Actually See After Dark!

DO YOU DRIVE YOUR CAR AFTER DARK? Do you know that 4 out of 5 fatal smash-ups are caused at night... to SAFE, careful drivers who are trapped... blinded... and killed by the headlights of another man's car?

Here is the first full story of how you can completely avoid that blinding headlight glare... avoid those night driving accidents... how you can actually drive at night with almost full daylight safety!

How many times this month have you been completely blinded by the headlights of another car? How many times have you been blinded when you were driving 30-40-50-miles an hour... when you were in the middle of a dangerous intersection... when you were turning a sharp curve or corner? Yes, how many times this month have you been forced to trust your life—and the lives of your family—to a driver who doesn't even have the sense to dim his headlights?

### These Accidents Can Be Avoided

Do you know that now you can avoid all these risks? Do you know that during the last five years over 70,000 drivers have found a new way to protect themselves against this headlight blindness? That these drivers have tested and proved an optical instrument that actually makes the brightest headlights as easy to take as dim! Here is that amazing story:

Five years ago, three of the country's top optical experts decided to tackle this problem of headlight glare. They immediately discovered that all of the common remedies were either useless or actually dangerous. These experts discovered that there was only one sure way to protect yourself against this blinding night glare—a piece of optically colored glass worn by you, yourself—that filters out the glare from these headlights in exactly the same way that a pair of sunglasses filters out the glare of the sun.

These experts discovered that scientists had developed such a glass—that many of the leading automobile manufacturers, such as Buick, Cadillac, Oldsmobile, Lincoln and Chrysler—were equipping their special deluxe models with special glare-resistant windshields. However, the cost of this glass on these special cars was necessarily \$20-\$50.

To avoid these costs these experts took this special glare-resistant glass and built it into a pair of Night Driving Glasses that could be worn by any driver. Since they eliminated all rays of glare, the experts called them RAYEX Night Driving Glasses. Here are some of the amazing results they discovered when they tested them.

### This Is How Night Driving Should Be

1. WITH THESE RAYEX Night Driving GLASSES, you can look directly into the brightest headlights. You will see the headlights as pale amber discs—but you will

not see the glare. You could pass an entire line of fifty cars, and not even squint.

2. WITH THESE RAYEX Night Driving GLASSES your eyes will be protected against any intrusion of glare. They will not have to adjust themselves to constant flashes of light. You will actually be able to see better... clearer... and farther with them on than you could see without them. You will see dark objects more quickly. You will react more quickly to the pedestrian who darts out of a side street... to the dark bumps in the road that ruin your tires.

3. SINCE THESE RAYEX Night Driving GLASSES PROTECT YOUR EYES AGAINST STRAIN, you will not suffer from dangerous night driving headaches. You will be able to drive as much as 400 miles in a single night without feeling the slightest strain. You will not be tired after short rides. And, above all, tired, strained eyes will not cause you to fall asleep at the wheel. You may make even the longest trips with absolute confidence. ORDER TODAY! Use coupon below!

### Proven By Over 70,000 Drivers

Before these glasses were advertised in this paper, they were distributed to over 70,000 drivers... volunteers who tested them under every possible sort of night driving condition. Here are the actual reactions of these drivers—their own, unsolicited experiences with these glasses. Perhaps they will help solve your night driving problems.

#### DO YOU EVER DRIVE ON THE OPEN HIGHWAY?

"On my trip to Denver last week, I must have passed at least 50 cars. Not one dimmed down his lights. If I hadn't had your glasses, I would have had to pull over to the shoulder, and wait till they passed by. As it was, I didn't even squint."—Mr. F. M. F., Brentwood, Wash.

#### DO CHILDREN RIDE IN YOUR CAR?

"I drive my little girl home from a country school during the twilight hours. I was always afraid—either of the blinding lights from the other cars at that hour—or of hitting one of the other little girls in the streets. Now, thank God, I know I can see them. I wouldn't take \$100 for these glasses."—Mrs. L. G., Forest Hills, New York.

#### DO YOU GET NIGHT-DRIVING SLEEPINESS?

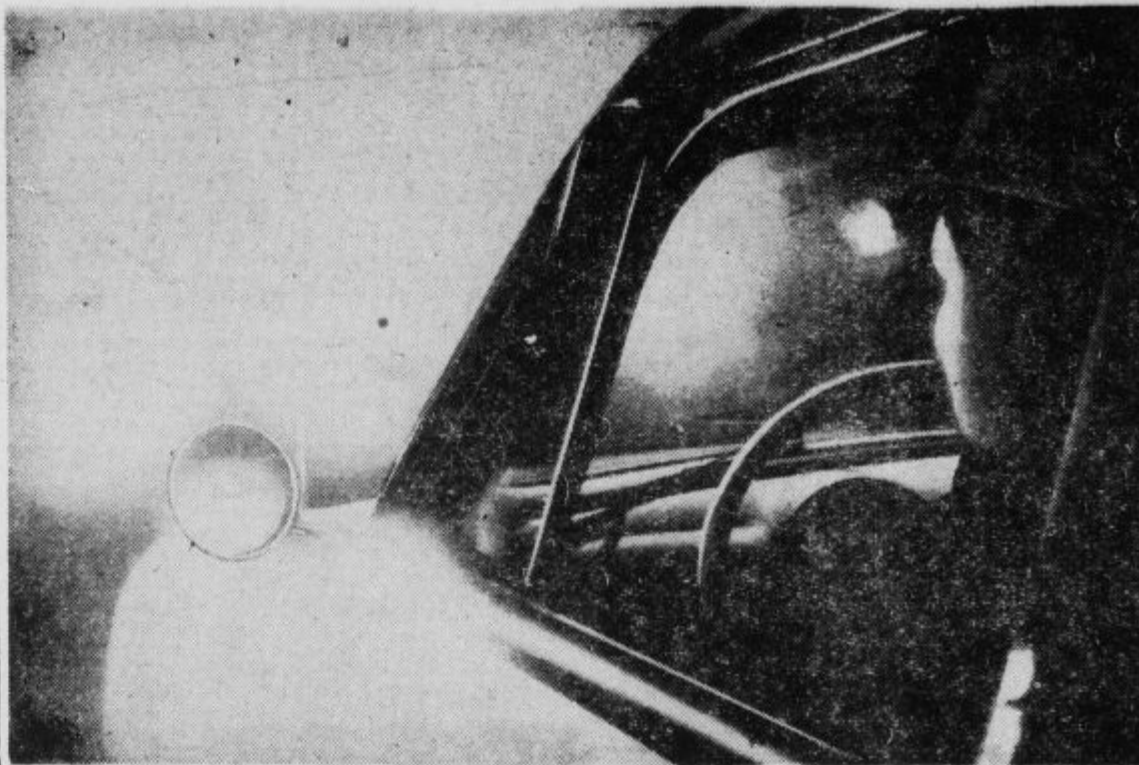
"Drove 112 miles after midnight without the slightest strain. Never felt up relaxed and confident in my life. Thanks."—Mr. D. F., San Antonio, Texas.

#### DO YOU HATE WEAK EYES?

"My husband has a cataract on his left eye and could never enjoy driving before

### PROVE IT YOURSELF! MAKE THIS CONVINCING "LIGHT-BULB" TEST

When your RAYEX NIGHT GLASSES arrive put them on. Look directly into the strongest electric light in your home. You see the light... the glare is gone! Then test them again in your car. Look at street lights, headlights, under every sort of difficult night driving condition. If they do not do



GONE FOREVER! Blinding Headlight Glare—the number one cause of traffic accidents in New York today! Read this amazing story of how science conquered this "one unpreventable" accident!

He thinks your glasses are wonderful—says they're also good for protection against the sun.—Mrs. L. K., Elizabeth, North Dakota. (NOTE: We do not recommend the use of these glasses as sun glasses. They are as different as night and day. They have only one purpose—to protect you after dark.)

And here is the one fact that all of these drivers agreed upon... this is the way they would affect your night driving.

The very first moment you put on RAYEX Night Driving Glasses you enter into an entirely new world of night driving. There is no more blinding glare. Instead, the headlights of every car... every street light... every window you pass, are a soft amber yellow.

You'll notice immediately, that you are more relaxed... more confident about your driving, because you can actually see better and farther. Test these glasses against the first two or three cars you pass. Prove to yourself that you can see their lights... but there is no blinding glare. After that you will be able to totally disregard the headlights of any car coming toward you on the highway. You will be able to sit back and relax—enjoy your night driving as much as you do in the day.

### Mr. Car Owner Study These Pictures

See if You Can Spot the HIDDEN ACCIDENT in Each of Them... Before It Could Happen to You!

WHAT YOU SEE WITHOUT PROTECTION FOR YOUR EYES



Glaring headlights completely blind you... set you up for an accident.



Can you see the pedestrians stepping out of the grey shadows of this dark street?



For... snow... sleet... all hide oncoming cars... till they're right on top of you.

WHAT YOU WOULD SEE WITH RAYEX NIGHT GLASSES



RAYEX eliminates blinding glare... you see lights only as pale amber discs.



RAYEX cuts out grey shadows... makes black objects stand out sharper, clearer.



With RAYEX you see through fog glare with almost perfect daylight vision.

Eliminate Blinding HEADLIGHT GLARE! See What You Have to See After Dark! Do it with RAYEX Night Driving Glasses! Use Coupon to Order them today!

### NOW! A Special Offer To Readers Of The CIVIL SERVICE LEADER

By special arrangement with the manufacturer, the Civil Service LEADER can now make available to its readers a set of Rayex Glasses for the approximately-wholesale price of \$2.00 a pair. If you are not a subscriber, your remittance must be accompanied by two coupons, each from a different issue of The LEADER. If you are already a subscriber, just enclose your name-and-address sticker from your copy of any issue of The LEADER. (If you want to become a subscriber, look for the coupon on page 16.) These Rayex Glasses have recently been advertised at a substantially higher price. Act today! Send the guarantee now!

**RAYEX  
COUPON  
SEPT. 8, 1953**

#### ACT TODAY! SEND THIS GUARANTEE COUPON NOW

BOX 333, CIVIL SERVICE LEADER, 97 Duane St., New York 7, N. Y. Please send me pairs of RAYEX night glasses at \$2.00 a pair, plus 10 cents per pair for postage. ( ) I enclose two coupons, each from a different issue of The LEADER. ( ) I am a subscriber, and enclose the name-and-address sticker from my copy of The LEADER. Please add 3% for NYC sales tax if your address is NYC.

The type of glasses I want is MEN'S REGULAR ( ) WOMEN'S REGULAR ( ) MEN'S CLIP-ON ( ) WOMEN'S CLIP-ON ( ) (for those who wear glasses). Also send me Absolutely FREE a handsome simulated alligator carrying case, mine to keep FREE whether or not I keep the RAYEX Night Driving Glasses. I understand that I am to try these glasses at your risk for one full week. I understand that these glasses must:

- 1) Eliminate blinding headlight glare.
- 2) Actually help me see better... farther... clearer after dark.
- 3) Eliminate night driving headaches and sleepiness caused by blinding glare.

If these glasses do not accomplish all three of these claims... if I am not thoroughly delighted then I may return them, and will receive my full purchase price.

NAME .....  
ADDRESS .....  
CITY ..... ZONE..... STATE.....

# Apply Now in Exams for U. S. Jobs

(Continued from Page 8)  
ington Street, New York 14, N. Y. for New York City positions or to Board of U. S. Civil Service Examiners, U. S. Naval Supply Depot for jobs in New Jersey.

**ABLE-BODIED SEAMAN.** \$3,628. Jobs are aboard Naval Transports operating out of New York. Requirements: Possession of U. S. Coast Guard endorsement as Able-Bodied Seaman. Age limits 18-55. Send Form 60 to Employment Branch, IRD, Military Sea Transportation Service, Atlantic Area, First Avenue and 58th St., Brooklyn 50, N. Y.

**FIREMAN - WATERTENDER.** \$3,628. Jobs are aboard Naval Transports operating out of New York. Requirements: Possession of U. S. Coast Guard endorsement as Fireman-Watertender. Age limits: 18-55. Send Form 60 to Employment Branch, IRD, Military Sea Transportation Service, Atlantic Area, First Avenue and 58th St., Brooklyn 50, N. Y.

**OILER.** \$3,628 to \$3,926. Jobs are aboard Naval Transports operating out of New York. Requirements: Possession of U. S. Coast Guard endorsement as Oiler. Age limits 18-55. Send Form 60 to Employment Branch, IRD, Military Sea Transportation Service, Atlantic Area, First Avenue and 58th Street, Brooklyn 50, N. Y.

The following exams are restricted by law to persons entitled to veterans preference, as long as such persons are obtainable. Others may apply but will be considered only in the absence of preference eligibles.

2-8-14 (52). **MESSENGER.** \$2,420. Jobs located in Bayonne, N. J. Requirements: Eligibility in written examination. Send Form 5000-AB to Board of U. S. Civil Service Examiners, U. S. Naval Supply Depot, Bayonne, N. J. Mention Announcement 2-8-14 (52).

2-71-5 (52). **HOSPITAL ATTENDANT (MENTAL).** \$2,500 and \$2,750; jobs located at Veterans Administration Hospital, North-

port, N. Y. Requirements: No experience or training required for \$2,500 jobs but written test will be given. For \$2,750 jobs, 3 months experience is also necessary. Males preferred. Send Forms 60 and 5000-AB to Board of U. S. Civil Service Examiners, V. A. Hospital, Northport, L. I., N. Y. Ages 18-62, does not apply to veterans.

2-70-2 (52). **HOSPITAL ATTENDANT (MENTAL).** \$2,750; jobs located at V. A. Hospital, Lyons, New Jersey. Requirements: No experience necessary. Males only. Quarters and subsistence available for employees if desired at nominal cost. Send Forms 57 and 5001-ABC to Board of U. S. Civil Service Examiners, V. A. Hospital, Lyons, New Jersey. Ages 18-62 do not apply to veterans.

2-71-4 (52). **KITCHEN HELPER.** \$2,420; jobs located at Veterans Administration Hospital, Northport, N. Y. Requirements: Ability to read and write the English language. Males preferred. Send Forms 5001-ABC and 60 to Board of U. S. Civil Service Examiners, Veterans Administration Hospital, Northport, L. I.

## U. S. Exam Open

2-18 (51). **TABULATING MACHINE OPERATOR; TABULATING EQUIPMENT OPERATOR; CARD PUNCH OPERATOR (ALPHABETIC).** \$2,750 and \$2,950. Jobs in NYC. Requirements: written test plus three to six months' experience. U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y. (No closing date).

Applications in the following Federal exams will be received until further notice, except where closing dates are specified.

Jobs are in Washington, D. C., and vicinity, unless otherwise stated.

Minimum age is 18. There is no maximum, except where otherwise stated.

Where no address is designated, apply to the U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y. Mention exam number and title.

257. **AGRICULTURAL MARKETING SPECIALIST, FISHERY MARKETING SPECIALIST.** \$4,205 to \$9,600; **DAIRY AND POULTRY PRODUCTS INSPECTOR AND GRADER, FRESH FRUITS AND VEGETABLES INSPECTOR, AGRICULTURAL COMMODITY MARKET REPORTER.** \$4,205 to \$7,040.—Jobs are country-wide.

109. **AGRICULTURAL RESEARCH SCIENTIST.** \$4,205 to \$9,600.—Jobs are countrywide.

202. **AGRICULTURIST.** \$4,205 to \$10,800.—Jobs are countrywide. Apply to Board of U. S. Civil Service Examiners, U. S. Department of Agriculture, Washington 25, D. C.

230. **COTTON TECHNOLOGIST.** \$4,205 to \$7,040.—Jobs are in Washington and the South and Southwest. Apply to Board of U. S. Civil Service Examiners, U. S. Department of Agriculture, Washington 25, D. C.

## BUSINESS AND ECONOMICS

344. **ACCOUNTANT (Comprehensive Audits).** \$4,205 to \$10,800.—Jobs are in the General Accounting Office, country-wide. Men only. Apply to Board of U. S. Civil Service Examiners, General

Accounting Office, Washington 25, D. C.

345. **AUDITOR (Industrial Cost Audits, Internal Audits).** \$4,205 to \$10,800.—Jobs are in the Department of the Army, country-wide. Men only.

255. **COMMODITY - INDUSTRY ANALYST (Minerals).** \$3,795 to \$7,040.—Jobs are country-wide. Apply to Board of U. S. Civil Service Examiners, Bureau of Mines, Department of the Interior, Washington 25, D. C.

209. **ECONOMIST.** \$4,205 to \$7,040.

3-12-8(52). **INDUSTRIAL SPECIALIST.** \$5,060 to \$9,600.—Jobs are in Philadelphia, Pa. Apply to Recorder, Board of U. S. Civil Service Examiners, Philadelphia Naval Shipyard, Naval Base, Philadelphia 12, Pa.

246. **LOAN APPRAISER (Telephone Facilities).** \$5,060 to \$7,040; **AUDITOR (Telephone).** \$5,940.—Jobs are country-wide. Apply to Board of U. S. Civil Service Examiners, U. S. Department of Agriculture, Washington 25, D. C.

313. 314. **AERONAUTICAL RESEARCH INTERN.** \$3,410; **AERONAUTICAL RESEARCH SCIENTIST.** \$4,205 to \$10,800.—Jobs are country-wide. Age limits for intern positions: 18 to 35.

9-67-1(53). **AIRWAY OPERATION SPECIALIST (Communications).** \$3,410 plus cost-of-living differential.—Jobs are in Alaska and the Pacific Islands area. Age limits: 18 to 45. Apply to Board of Civil Service Examiners, Civil Aeronautics Administration Aeronautics Center, P. O. Box 1082, Oklahoma City, Okla.

4-34-1 (51). **ASTRONOMER.** \$3,410 to \$9,600.—Apply to Board of U. S. Civil Service Examiners, Building 37, Naval Research Laboratory, Washington 25, D. C.

236. **BACTERIOLOGIST—BIOCHEMIST—SEROLOGIST.** \$4,205 to \$7,040.—Jobs are country wide and in Puerto Rico. Apply to Central Board of U. S. Civil Service Examiners, Veterans Administration, Washington 25, D. C.

312. **CARTOGRAPHER.** \$5,060 to \$8,360; **CARTOGRAPHIC AID AND CARTOGRAPHIC DRAFTSMAN.** \$2,500 to \$4,205.—Minimum age; 17 for D. C. area residents; 18 for others.

2-8-2 (52). **STENOGRAPHER.** \$2,750 to \$3,175, and **TYPIST.** \$2,500 to \$2,950; jobs in Bayonne, N. J. Requirements: written exam. Board of U. S. Civil Service Examiners, U. S. Naval Supply Depot, Bayonne, N. J. (No closing mission, 641 Washington Street, date).

2-8-2 (53). **TABULATING MACHINE OPERATOR; CARD PUNCH OPERATOR.** \$2,750 and \$2,950. Jobs in Bayonne, N. J. Requirements: written test plus three to six months' experience. Board of U. S. Civil Service Examiners, U. S. Naval Supply Depot, Bayonne, N. J. (No closing date).

2-71-5 (52). **HOSPITAL ATTENDANT (MENTAL).** \$2,500 and \$2,750; jobs at VA Hospital, Northport, N. Y. Persons entitled to veteran preference get first job opportunities. Others considered in absence of preference eligibles. Requirements: no experience or training for \$2,500 jobs, three months' experience for \$2,750 jobs; written test. Males preferred. Age limits, 18 to 62, waived for veterans. Board of U. S. Civil Service Examiners, VA Hospital, Northport, New York. (No closing date).

2-70-2 (53). **HOSPITAL ATTENDANT (MENTAL).** \$2,750; jobs at VA Hospital, Lyons, N. J. Restricted to persons entitled to veteran preference as long as they are available. Others will be considered only in absence of preference eligibles. Age, 18 to 62, waived for veterans. Requirements: no experience. Males only. Quarters and subsistence available if desired at nominal cost. Board of U. S. Civil Service Examiners, VA Hospital, Lyons, N. J. (No closing date).

2-71-4 (52). **KITCHEN HELPER.** \$2,420; jobs at VA Hospital, Northport, N. Y. Restricted to persons entitled to veteran preference. Others will be considered only in absence of preference eligibles. Requirements: ability to read and write English. Males preferred. Board of U. S. Civil Service Examiners, VA Hospital, Northport, N. Y. (No closing date).

2-8-14 (52). **MESSENGER.** \$2,420; jobs in Bayonne, N. J. Restricted to persons entitled to veteran preference. Others will be considered only in absence of preference eligibles. Requirements:

written exam. Board of U. S. Civil Service Examiners, U. S. Naval Supply Depot, Bayonne, N. Y. (No closing date).

2-71-6 (52). **LAUNDRY HELPER.** \$2,420; jobs at VA Hospital, Northport, N. Y. Requirements: no experience; ability to read and write English. Males preferred. Board of U. S. Civil Service Examiners, VA Hospital, Northport, N. Y. (No closing date).

2-18-1 (52). **ENGINEERING DRAFTSMAN.** \$2,950 to \$5,060. Requirements: two to six years' drafting experience. Board of U. S. Civil Service Examiners, Picatinny Arsenal, Dover, N. J.

## Jobs Open in Corrective Therapy

Jobs as corrective therapist, at \$3,410 to \$5,060 to start, will be filled by the U. S. in Veterans Administration regional offices, centers and hospitals in the U. S. and in Puerto Rico, but not in tuberculosis hospitals.

There will be no written test. Candidates will be rated on their education and experience.

For the lowest grade, \$3,410 to start, no experience is needed. For the higher positions, \$4,205 and \$5,060, experience is required. The higher the pay, the more the experience.

There are \$125 annual increments at all three grade levels, and the respective grade maximum are \$4,160, \$4,955 and \$5,810. A 40-hour week prevails.

## Nature of Duties

Corrective therapists plan and administer medically prescribed physical exercise directed toward maintaining or improving the general state of health of patients by prevention muscular deterioration conserving and increasing strength, and restoring function. They guide patients in ambulation and develop proficiency in routines of personal hygiene for bedfast patients. They promote relaxation by alleviating mental and physical stresses. In the higher grades of positions, supervisory responsibility is involved.

Applicants for the \$3,410 positions must have successfully completed the requirements for graduation from a school of physical education or an accredited college, university, or teacher-training institution, with a major in physical education or in study which included or was supplemented by at least 24 semester hours toward such a major.

## Required Courses

At least 20 of the 24 semester hours must have been in such courses as corrective and remedial exercise, principles of physical education, organization and administration of physical education, techniques of sports and games, hygiene, first aid, methods or principles of teaching physical education, physiology, kinesiology, human anatomy, psychology, or pathology. Four semester hours may be in such basic related courses as bacteriology, physics, chemistry, or biology.

In addition, this education must have included or been supplemented by at least one course in clinical practice in therapeutic exercise in which patients participate upon prescription of a doctor of medicine. However, six months of such experience may be presented in lieu of this course.

## Where to Apply

Minimum age on date of application is 18. There is no maximum. Apply until further notice to U. S. Civil Service Commission, 641 Washington St., New York 14, N. Y., in person, by representative, or by mail; if by mail, do not include return postage.

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**HERKIMER ST., near Howard Ave.—**2 story and basement, brick, 1 family, 7 rooms, vacancy. All Cash \$5,500.

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**QUINCY ST.** Two family, vacant. Newly decorated, new fixtures. Price \$10,500.

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**BAISLEY PARK \$12,500**  
 1 family detached, 8 rooms, oil heat, 2-car garage, lot 40 x 100, aluminum combination storm windows and screens. Other features. Small cash.  
**HOLLIS \$13,500**

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 1 family detached, 5 rooms, modern colored tile baths, oil heat, garage, Venetian blinds, storm windows, lot 40 x 100. Small cash.  
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 A gorgeous 2 family solid brick home, 8 large rooms plus a beautiful finished basement consisting of 3 rooms and bath. All modern improvements. Large plot. We do not have enough space to describe this property. See it for yourself. It's a dream home.  
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 Legal 4 family, 29 rooms, 4 baths, steam by oil, 1 apt. vacant, good income. Price \$13,000. Cash \$3,000.

**Stuyvesant Ave.**

(Near Putnam)  
 3 story basement, brownstone, 12 rooms, 2 baths, parquet floors, possession of parlor floor, and basement. Price \$15,500. Cash \$3,000.

**Chauncey St.**

(Near Saratoga)  
 2 story and basement brick, 10 rooms, 2 baths, steam by oil. All vacant. Price \$12,500. Cash \$1,500.

**Jefferson Ave.**

(Near Saratoga)  
 2 story and basement, 9 rooms, 2 baths, all vacant. Price \$11,500. Cash \$750.

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**HARKEN YE! Moderate Price Homes**

**HOLLIS \$9,000**

Your Opportunity

Come and see this truly great buy at a price that can't be beat. In a nice location you can own this 6 room house of pure stucco with every convenience of the higher priced homes. Home only needs a little fixing up. Situated on a double plot. Bring cash deposit.

**BAISLEY PARK \$11,200**

Two family. Now you can own a real money maker to help defray running expenses. On a large plot, 9 large rooms of beautiful stucco with 2 baths, 2 kitchens, 2 garages, finished basement, oil heat, in excellent condition. Nice neighborhood, with loads of extras. Hurry, this will not last. Bring deposit. We will arrange the terms.

**SPRINGFIELD GARDENS \$11,000**

Here is a lovely 2 family house that will help you defray your expenses. Situated in a nice neighborhood you can own this home for a fraction of its cost. One four and a three room apt. that you can easily rent for \$65 or \$75 monthly. With modern and up to date settings. This sacrifice is due to owner returning. Huge plot 40 x 135 with loads of extras.

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112-52 175 Place, St. Albans  
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**VALUE — PLUS SACRIFICE**

Aged owner retiring and leaving state, will sacrifice his well kept, modern brick and stucco home. Consisting of 6 large rooms, on a detached oversized plot 40x100, three huge bedrooms with 1½ modern tile baths, gleaming hardwood floors, oil heat, finished basement and with lots of extras. This modern home is in excellent condition throughout. Priced exceedingly low, would cost at least \$2,000 more. Cash and terms.

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One family detached dwelling, 5 large rooms, steam heat, parquet floors, 1 car garage, tiled bath and all improvements. Cash for G.I. \$600. Mortgage \$7,400. \$55 month pays all expenses.  
**Price \$8,000**

SOUTH OZONE PARK

2-story solid brick, 1 family dwelling, 7 large rooms, bedrooms, parquet floors throughout, modern tile bath, steam heat, oil burner, 1 car brick garage. Cash for veteran \$1,000.  
**Price \$10,000**

UNIONDALE

Near Hempstead

Detached 1 family brick and frame bungalow, 4 large sun-filled rooms, hardwood floors, modern colored tiled bath, steam heat, oil burner, complete combination screens, storm windows and doors, in excellent physical condition. A real desirable home for small family, built 3 years ago. Cash for veteran \$990.00.  
**Reduced Price \$10,990**

SOUTH OZONE PARK

New detached bungalows, brick and frame, 5 large sun-filled rooms, full poured concrete basement, Hollywood colored tile bath, steam heat, oil burner, oak floors throughout. Ample closets, knotty pine kitchen cabinet, formica top, venetian blinds, landscaping and shrubbery. Cash for veterans \$690. Civilian reasonable down payment.  
**Price \$11,990 up**

ADDISLEIGH PARK

Builder's Sacrifice. Immediate Possession: New detached bungalow, 5 large rooms, with expansion attic for 2 additional rooms, fully excavated basement, attached garage, hardwood floors throughout, Hollywood tile bath, modern scientific kitchen, formica-top cabinets and sinks, Magic Chef gas range, landscaped corner plot 60x100. Terms arranged for veteran or civilian.  
**Price \$14,990**

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**SOUTH OZONE PARK:** Stucco and frame dwelling, 6 rooms and sunporch, all parquet floors, oil unit, private driveway, 24½ x 100 plot, good neighborhood. Reduced for quick sale to **\$9,500**

**SPRINGFIELD GARDENS:** Legal 2 family detached dwelling, one 4 room apt. with Hollywood bath, one 3 room apt., both apartments with open rear terraces, private entrances, steam heat (oil), 2 car garage, plot 40 x 138. Occupancy of both apartments. Asking **\$12,200**

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 LOVELY DETACHED 7 room and porch boasting a completely finished basement, garage, and a wealth of extras. Bring deposits.

**SPRINGFIELD GARDENS \$11,250**

LEGAL 2 FAMILY  
 This early American home has all you could want. One apartment has 2 complete bed rooms, living room, modern kitchen and bath. 2nd apartment has 3 rooms, Oil burner, garage. Close to everything.

**S. OZONE PARK \$8,500**

A STEAL  
 Just what you have been waiting for. Detached 5 rooms with finished basement. Modern cabinet lined scientific kitchen, modern bath and oversized garage.

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# Conference Seeks Pay Increase To Cure Police Job Problem

The Police Conference of the State of New York held its annual convention last week at the Commodore Hotel, NYC.

One of the main topics was difficulty in police recruitment, and retention of appointees. Higher pay was unanimously agreed upon as the main cure. The effect of the draft was recognized.

NYC police starting pay of \$3,150 was contrasted with \$4,120 in Detroit and \$4,032 in Chicago.

Only 53 police departments in the State have salaries in the \$4,000 bracket, said Peter Keresman, executive secretary. Fifty-six have the 40-hour work-week and 74 have 25-year optional retirement.

### Plea For Legislation

The convention voted to ask for legislation to establish a police 40-hour week, optional 25-year retirement on a statewide basis, a 21-working-days vacation, and \$5,000 minimum pay.

### Alexander Elected

Delegates to the Conference elected Robert Alexander, president of the Policemen's Benevolent Association of Syracuse, as their president for the ensuing year.

Alexander was chosen unanimously to succeed John E. Carton, president of the Patrolmen's

Benevolent Association of New York, who has completed four terms.

### Mayor Greeted Delegates

Mayor Vincent R. Impellitteri of NYC greeted the 1,000 delegates and "guaranteed the people of the City" that the police force would be brought up to its full quota of 20,878. The present numerical strength is about 1,000 short of that. He promised to work for a 40-hour week, to be attained "as soon as possible."

The Mayor received a gold case, representing life membership voted by the PBA.

### Speech by Monaghan

NYC Police Commissioner George P. Monaghan addressed the banquet held the night before the convention started. Other banquet guests included State Comptroller J. Raymond McGovern, NYC Commissioner of Investigation James Sheils, Bronx Borough President James J. Lyons, Queens Borough President James A. Lundy, Queens Borough Works Commission C. Parke Masterson, Councilman Stanley M. Isaacs; Robert W. Brady and Fred Wendt of the Civil Service Forum, and Frank J. Prial II, publisher of "The Chief".

The convention approved a proposal to legalize off-betting on horse races.

Mr. Carton, who presided, explained that the legislative committee of the conference disapproved the resolution but an over-

whelming majority of the 200 units favored it.

A resolution to create the office of vice president was defeated.

# More Jobs Than Eligibles On Coming Police List; New Exam Opens Nov. 4

NYC will receive applications from Wednesday, November 4 to Friday, November 20, in the new patrolman (P.D.) exam.

Mayor Vincent R. Impellitteri has promised to bring the numerical strength of the uniformed force up to the full quota of 20,878. The uniformed force is about 1,000 short of that now.

The written test will be held in January.

### Requirements

Here are the official basic re-

quirements and other data.

Salary: \$3,725 to 4,725 total.

Filing: \$3,000.

Opportunity for promotion to sergeant.

Age limits, 20 to 29 years on date of filing applications, except for veterans, who may deduct time spent in armed forces.

No formal education and no experience required.

### Small List Out Soon

The 1,000 new appointments will benefit eligibles on the patrolman

list that the Commission will establish probably on Tuesday, September 29. The list will contain only about 1,340 names.

### LEGAL NOTICE

SUPREME COURT OF THE STATE OF NEW YORK, COUNTY OF NEW YORK, ANTONIO OTERO, Plaintiff, against MALINA OTERO, Defendant. Action to annul a marriage. Summons.

To the above named defendant: YOU ARE HEREBY SUMMONED to answer the complaint in this action, and to serve a copy of your answer, or, if the complaint is not served with this summons, to serve a notice of appearance on the plaintiff's attorney within twenty days after the service of this summons, exclusive of the date of service; and in case of your failure to appear, or answer, judgment will be taken against you by default, for the relief demanded in the complaint.

DATED: New York, N. Y. April 1, 1953. MARC HERMELIN, Attorney for Plaintiff.

Office & Post Office Address, 128 East 65th Street, Borough of Manhattan, New York 21, N. Y. To MALINA OTERO: The foregoing Summons is served upon you by publication pursuant to an order of Hon. S. SAMUEL DE FALCO, a Justice of the Supreme Court of the State of New York, dated August 24, 1953, and filed with the complaint in the Office of the Clerk of the County of New York, at the County Court House, No. 60 Centre Street, Borough of Manhattan, City, County and State of New York.

DATED: August 24, 1953. MARC HERMELIN, Attorney for Plaintiff.

DEPARTMENT OF STATE: I DO HEREBY CERTIFY that a certificate of dissolution of CUSTOMART REALTY CORP., has been filed in this department this day and that it appears therefrom that such corporation has complied with section one hundred and five of the Stock Corporation Law, and that it is dissolved.

GIVEN IN DUPLICATE under my hand and official seal of the Department of State, at the City of Albany, this twenty-fourth day of August, one thousand nine hundred and fifty-three.

THOMAS J. CURRAN, Secretary of State, By SIDNEY B. GORDON, Deputy Secretary of State.

PROSKY, FRANK, also known as FRANK PRUSKI — A 2307/1953. — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent. To "MARY" PROSKY, a/k/a "MARY" PRUSKI (the first name being fictitious). (The true first name being unknown) the alleged wife of deceased. The Public Administrator of the County of New York. Send Greeting:

Upon the petition of BESSIE CHERBOWSKI, who resides at SAG HARBOR, LONG ISLAND, N. Y., you and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York on the 29th day of September, 1953, at half-past ten o'clock in the forenoon of that day, why Letters of Administration on the Goods, Chattels and Credits of Frank Prosky, also known as Frank Pruski, deceased, late of New York County, should not be issued to the petitioner herein and why no distributive share of the estate of FRANK PROSKY also known as FRANK PRUSKI, also known as "MARY" PROSKY (the first name being fictitious, the true first name being unknown) the alleged wife of the deceased, for her abandonment of the deceased.

In testimony whereof, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed. Witness, Honorable George Frankenthaler, [Seal.] a Surrogate of our said county, at the County of New York, the 14th day of August, in the year of our Lord one thousand nine hundred and fifty-three. PHILIP A. DONAHUE, Clerk of the Surrogate's Court.

STUDY BOOKS for all popular exams can be obtained at the LEADER book store, 97 Duane St., New York 7, N. Y., two blocks north of City Hall, just west of Broadway.

Have you been reading the LEADER's interesting new column, Civil Service Newsletter? You'll find it on page 6. Make it MUST reading every week.

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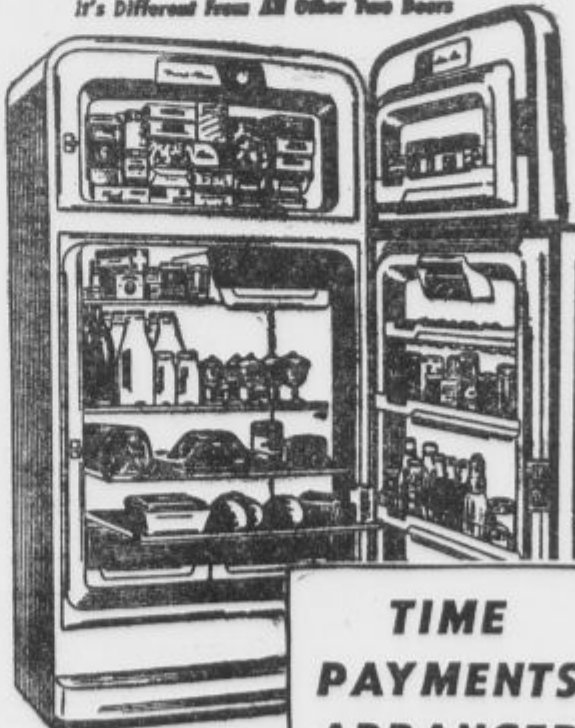
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Jobs in private industry are offered by the New York State Employment Service. The particular office of the NYSES at which to apply is given at the end of each paragraph.

If you want to get further information about any of these jobs, or about any other openings in which you're interested, telephone CHickering 4-7350 and ask for Extension 290.

Hostesses for dining rooms in Manhattan, NYC hotel or first-class restaurant experience; work two meals \$40-55; prefer attractive women. Stationary engineers for midtown hotels, high pressure steam or unlimited refrigeration permit, \$90 week. Also, elevator repairmen \$55 start, adjust and maintain Westinghouse elevators. Cooks, pantries and waitresses are needed for hotel jobs. Cooks \$60-80, pantries \$40-45, waitresses \$23 plus tips; recent experience required. Chambermaids to work in NYC, must work Saturdays and Sunday, \$34-34.40. Hotel Placement Office, 40 East 59th Street.

**Jobs in Factories**  
Hair net makers and packers, piece work, average \$40. Chocolate molders, dippers and fancy packers, \$1 hour up. Zipper workers, all operations, 80¢ hour up. Button and buckle makers, 85 cents-\$1.25 hour. Rhinestone pasters, piece work, 10-25 cents gross. Plier workers 80-90 cents an hour. Prongers 85 cents-\$1. Plumbers, jobbing experience \$2-\$2.25 hour. Electricians to \$2.25 hour. Precision lens polishers, \$1.90 hour. Ophthalmic lens surface grinders and bench workers, experienced \$75 up. Still and motion picture camera repairmen, experienced \$90 week. Watchmaker's apprentice, Korean veterans; three months experience or watchmaker's school, \$30 plus veteran's subsistence. Ornamental iron workers, \$1.50-\$2 hour. Metal polishers \$1.25-\$1.50 hour. Type-writer servicemen, experienced, \$35 week. Sewing machine mechanics, \$60-\$85 week. Washing machine servicemen, Bendix, own car, \$65 week. Pattern makers \$2.70 hour. Auto mechanic, own tools, \$1.50-\$1.75 hour. Lamp assemblers and wirers, 90 cents an hour. Truck mechanic, experienced, night shift only, \$2.16 hour. Sheet metal workers, experienced layout and set up, to \$2.50. Instrument makers, \$2.20 hour. Engine lathe operators and machinists \$1.50-\$2.25. Manhattan Industrial Office, 87 Madison Avenue.

**For College Students and Graduates**  
Resort workers for hotels and camps: Cooks \$55-85 week, kitchen workers and dishwashers \$35-55 week; waitresses \$50-70 month, plus tips; chambermaids \$90-\$100 month, plus tips. All jobs include room and board. Apply Resort Unit, 40 East 59th Street.

Female counselors, college students or graduates, age 19 or over, camp or group work experience. Interviews 9-4, Camp Unit, 1 East 19th Street.

**Maritime workers:** electric welders able to pass Navy all-position test. Must be citizens; \$1.89 hour, job in Brooklyn. Able-bodied seamen, \$302 month; fireman water-tenders, \$302 month; oilers, steam \$302 month, Diesel \$327 month; radar technician \$477 month; refrigeration engineers \$327 month; machinists \$391 month, must have Coast Guard endorsement. Shipbuilding Trades Office, 165 Joralemon Street, Brooklyn.

Dieticians: B.S. degree in dietetics, ADA internship or several years' experience, \$3,410 year. Professional Section, 1 East 19th Street.

Legal secretaries, \$60-\$75 week, variety of Manhattan locations with established legal firms. Third floor, Commercial Office, 1 East 19th Street.

Physicians for construction project out of country, eight-months contract. Men only, 27-50 years. Must be licensed by one of the States and have at least two years' general and surgical experience, \$467.50 for 70 hour week. Deductions made for housing. Transportation paid. Nurse and Medical Placement Center, 136 East 57th Street.

Hand and machine pressers, recent NYC experience preferred, 20 cents a garment, or \$1-\$1.25 hour, 50-hour week. Dry Cleaning Unit, 40 East 59th Street, Unit 2.

Belt candy packers, 75-87¢ cents hour. Foreman, plastics production injection molding department, experienced setting dies, Reid-Prentice machine \$100-\$125 week, New Jersey. Airplane mechanics, no license Korean armed forces mechanical experience acceptable, \$1.93 hour. Queens Industrial Office, Bank of Manhattan Building, Queens Plaza, Long Island City.

For complete information on civil service job openings, get a copy of your Civil Service Guide—\$1 at the Leader Book Store, 97 Duane Street, NYC.

# State Exams Now Open

## STATE Open-Competitive

**8145. SENIOR DRAFTSMAN,** \$3,731 to \$4,212; 27 vacancies, one each in Albany, Babylon and Brooklyn and 24 in various District Offices, the Dept. of Public Works. Requirements: (1) high school graduation or equivalency diploma; AND (2) either (a) 3 years of experience assisting in engineering work by performing simple technical tasks or doing routine work in the preparation of drawings, or (b) a bachelor's degree in engineering, or (c) a satisfactory equivalent. Fee: \$2. Written test November 7. (Friday, October 2).

**8146. JUNIOR DRAFTSMAN,** \$3,451 to \$3,251; 33 vacancies in the Dept. of Public Works at Albany, Buffalo, Utica, Hornell, Syracuse, Watertown, Poughkeepsie, Babylon and Binghamton and one in the Dept. of Commerce at Albany. More are expected. Requirements: (1) high school graduation or equivalency diploma; AND (2) either (a) one year of experience assisting in engineering work by performing simple technical tasks or doing routine work in the preparation of drawings, or (b) completion of one year of a 4 year college engineering course, or (c) completion of high school technical courses in graphic statics, structural design and drafting and a Regents diploma in technical subjects, or (d) a satisfactory equivalent. Fee: \$2. Qualified candidates may compete in both No. 8145 and No. 8146. A separate application and fee must be filed for each. Written test November 7. (Friday, October 2).

**8136. SENIOR ARCHITECT,** \$6,088 to \$7,421; 28 vacancies, of which 25 are in Albany, three in NYC. Requirements: (1) a license to practice professional architecture in New York State AND (2) 2 years of experience performing important architectural work on building plans and designs. Fee: \$5. Written test November 7. (Friday, October 2).

8138. SENIOR CLINICAL PSYCHOLOGIST, \$4,964 to \$6,088; three vacancies, one each in the Main Office of the Dept. of Mental Hygiene at Albany; at Matteawan State Hospital, Beacon; and at Rockland State Hospital, Orangeburg. Requirements: (1) completion of 60 graduate semester hours in psychology, including advanced courses in clinical psychology and testing; (2) 2 years of experience in clinical psychology; AND (3) either (a) one more year of above experience, or (b) completion of all requirements for Ph.D. in psychology, or (c) a satisfactory equivalent. Fee: \$4. Open nation-wide. Written test November 7. (Friday, October 2).

Costume jewelry workers, experienced, rhinestone pasters 75¢-\$1 hour or piece work. Casters, rubber molds \$1 hour up. Soldering, hard or soft, to \$1.20 hour. Plier workers 75-85 cents hour. Hand prongers to \$1 hour or piece work. Tipplers and clasps, knoter and bead stringers, piece work. Brooklyn Industrial Office, 205 Schermerhorn Street, Brooklyn.

Resident houseworkers: general maids to work in Manhattan and resort areas nearby. Many openings for experienced sleep-in workers to cook, clean, do light laundry, take care of children or handle a combination of these chores at wages up to \$50 week plus maintenance. Must have references. Household Office, 250 West 90th Street.

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# State Exams Now Open

**8150. X-RAY MACHINE OPERATOR**, \$2,451 to \$3,251; one vacancy at Roswell Park Memorial Hospital, Buffalo. More are expected. Requirements: (1) high school graduation or equivalency diploma including satisfactory completion of a one year course in physics, or (2) high school graduation or equivalency diploma and 3 months of experience in the operation of high voltage x-ray apparatus, or (3) a satisfactory equivalent. Fee: \$2. Written test November 7. (Friday, October 2).

**8151. ADMINISTRATIVE SUPERVISOR OF MACHINE ACCOUNTING**, \$6,088 to \$7,421; only one position in this title; it is in the NYC office of the State Insurance Fund. Requirements: Either (a) 9 years of experience, in a large public or private enterprise, in maintaining financial, credit, insurance, collection of tax records, including use of mechanical tabulating equipment on such work, of which 4 years must have been in a supervisory or administrative capacity and one year must have been in a position which required planning, coordinating and reviewing large scale activities, or (b) college graduation with specialization in accounting or business administration followed by 5 years of the above described experience, including the 4 years of supervisory or administrative experience and the one year of specialized experience. Fee: \$5. No written test will be held for this position. An oral test will be held in November in NYC. (Saturday, November 7).

**8152. CANAL STRUCTURE OPERATOR**, \$2,771 to \$3,571; one vacancy at Syracuse and one at Rochester. Future vacancies are expected at Albany and Rochester. Requirements: Either (a) 2 seasons of satisfactory experience as a Canal Helper, or (b) 2 years of experience in the operation and maintenance of mechanical and electrical machinery, or (c) com-

pletion of 2 years of a college or technical institute course in electrical or mechanical engineering or technology, or (d) a satisfactory equivalent. Fee: \$2. The eligible list will also be used to fill vacancies as bridge operator. Written test November 7. (Friday, October 2).

**8132. INDUSTRIAL FOREMAN (COTTON WEAVING)**, \$3,571 to \$4,372. One vacancy at Attica Prison. Requirements: 5 years of satisfactory journeyman experience as a weaver in the cotton textile industry, of which at least one year must have been in a supervisory capacity. Fee \$3. No written test will be required for this position. Candidates will be rated on their training and experience. (Saturday, October 31).

**8133. LABORATORY SECRETARY**, \$2,931 to \$3,731. Two vacancies in the Division of Labs. and Research at Albany and two in the State University College of Medicine at Brooklyn. Requirements: (1) college graduation, including one course from each of the following two groups: (a) biology, chemistry, physics, general science; (a) French, German, Spanish, AND (2) courses in stenography and office practice. Fee: \$2. Written test October 31. Open to all qualified residents of New York State. The requirement of one year of legal residence in New York State has been waived. (Friday, September 25).

**8134. VARI-TYPE OPERATOR**, \$2,771 to \$3,251. Two vacancies in NYC, four in Albany and one in Cortland. Requirements: training or experience in vari-type operation. Written test, October 31. (Friday, September 25).

**8123. SENIOR CIVIL ENGINEER (FIRE PREVENTION)**, \$6,088 to \$7,421. One vacancy in the Building Code Commission at NYC. Requirements: (1) a license to practice professional engineering in New York State; (2) a bachelor's degree in engineering; (3) 4 years of professional engineering experience, of which 2 years must have involved the conduct of fire tests of building construction and materials and/or the establishment of fire resistance ratings; AND (4) either (a) one more year of professional engineering experience, or (b) a master's degree in engineering, or (c) a satisfactory equivalent. Fee: \$5. Exam open nation-wide. Written test, October 31. (Friday, September 25).

**8124. ASSISTANT CIVIL ENGINEER (DESIGN)**, \$4,964 to \$6,088. Sixteen vacancies in the Dept. of Public Works at Albany and three more are expected. Requirements: (1) high school graduation or an equivalency diploma; (2) one year of professional civil engineering experience involving design and computations with reference to bridges, grade separations, and other structures; (3) either (a) a bachelor's degree in civil engineering plus one more year of the above experience and one year of experience assisting in civil engineering work by performing routine technical tasks, or (b) a master's degree in civil engineering plus one year of one of the above types of experience or (c) one more year of the experience described in (2) plus 5 years of experience assisting in civil engineering work, or (d) a satisfactory equivalent. Fee \$4. Written test, October 31. Exam open nationwide. (Friday, September 25).

**8125. JUNIOR CIVIL ENGINEER (DESIGN)**, \$4,053 to \$4,889. Nineteen vacancies and one more expected in the Dept. of Public Works at Albany. Requirements: (1) high school graduation or an equivalency diploma; AND (2) either (a) a bachelor's degree in civil engineering plus one year of satisfactory civil engineering experience assisting in the design of bridges, grade separations or other equivalent structures, or (b) a master's degree in civil engineering, or (c) 5 years of the above experience, or (d) a satisfactory

equivalent. Fee \$3. Candidates may compete in both No. 8124 and 8125. Separate applications and fees must be filed for each. Written test October 31. Exam open nationwide. (Friday, September 25).

**8127. JUNIOR PARK ENGINEER**, \$4,053 to \$4,889. One vacancy in the Thousand Islands State Park Commission at Watertown. Requirements: (1) Possession of a valid N. Y. State motor vehicle operator's license at the time of appointment; (2) high school graduation or equivalency diploma; AND (3) either (a) a bachelor's degree in engineering with specialization in civil or landscape engineering plus one year of civil or landscape engineering experience, preferably in the design and construction of parks and parkways, or (b) a master's degree in civil or landscape engineering, or (c) 9 years of the above experience, or (d) a satisfactory equivalent. Fee: \$3. Written test October 31. (Friday, September 25).

**8128. ASST. BLDG. STRUCTURAL ENGINEER**, \$4,964 to \$6,088 — At present there are four vacancies in the Dept. of Public Works at Albany. Requirements: (1) high school graduation or an equivalency diploma; (2) one year of professional engineering experience in the development of structure details in the design of buildings; AND (3) either (a) a bachelor's degree in civil engineering with specialization in structural engineering plus one more year of the above experience and one year of experience assisting in building structural design work, or (b) a master's degree in civil engineering with specialization in structural engineering plus one year of one of the above types experience, or (c) one more year of the experience described in (2), plus 5 years of civil engineering experience assisting in building structural design work, or (d) a satisfactory equivalent. Fee: \$4. Exam date, October 31. (Friday, September 25).

**8129. JR BUILDING STRUCTURAL ENGINEER**, \$4,053 to \$4,889 — At present two vacancies are anticipated in the Dept. of Public Works at Albany. Requirements: (1) high school graduation or an equivalency diploma; AND (2) either (a) a bachelor's degree in civil engineering with specialization in structural engineering plus one year of satisfactory engineering experience assisting in building structural design work, or (b) a master's degree in civil engineering with specialization in structural engineering, or (c) five years of the above experience, or (d) a satisfactory equivalent. Fee: \$3. Exam date, October 31. (Friday, September 25).

**8130. ASSISTANT MECHANICAL CONSTRUCTION ENGINEER**, \$4,964 to \$6,088. One vacancy in Dept. of Public Works at Albany and one more is expected. Requirements: (1) high school graduation or an equivalency diploma; (2) one year of professional engineering experience in the inspection of the mechanical and electrical installation and construction work on building projects; AND (3) either (a) a bachelor's degree in mechanical engineering plus one more year of the above experience and one year of experience assisting in mechanical engineering, or (b) a master's degree in mechanical engineering plus one year of one of the above types of experience, or (c) one more year of the experience described in (2) plus 5 years of experience assisting in mechanical engineering work, or (d) a satisfactory equivalent. Fee: \$4. Exam date, October 31. (Friday, September 25).

**8131. JUNIOR GAS ENGINEER**, \$4,053 to \$4,889. One vacancy in the Dept. of Public Service at Albany. Requirements: (1) high school graduation or an equivalency diploma; (2) one year of satisfactory general experience with a public utility or regulatory body in engineering work for the production and distribution of gas; AND (3) either (a) a bachelor's degree in mechanical or chemical engineering, or (b) 4 more years of the above experience, or (c) a satisfactory equivalent. Fee: \$3. Exam date, October 31. (Friday, September 25).

**8106. SENIOR PHARMACIST**, \$4,964 to \$6,088. One vacancy in Central Islip State Hospital. Requirements: (1) State license as pharmacist; (2) pharmacy school graduation; (3) four years' experience. Fee \$4. (Friday, September 11).

**8104. SENIOR STENOGRAPHER**, 4th Judicial District, \$2,771

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Nurse and porter jobs at Grasslands Hospital will be filled from an exam being held by the Westchester County Civil Service Commission.

The salary for operating room nurses is \$3,300 to \$4,060 and for general staff nurse, \$3,030 to \$3,800. Porters get \$2,080 to \$2,640.

Applications are now being received for those jobs and for apprentice photostat operator, County Clerk's Office, \$2,640, and assistant butcher, Bureau of Purchase and Supply, Eastview, \$3,480.

All applicants must be Westchester County residents, and early appointment is expected.

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**8105. ASSOCIATE RESEARCH SCIENTIST (MICROMORPHOLOGY)**, \$8,350 to \$10,138. One vacancy in Health Department, Division of Laboratories and Research, Albany. Requirements: (1) medical school graduation; and (2) either (a) five years' experience in micromorphology, or (b) equivalent. Fee \$5. (Friday, September 11).

## LEGAL NOTICE

### HEATING WORK MANHATTAN STATE HOSPITAL WARD'S ISLAND, NEW YORK CITY NOTICE TO BIDDERS

Sealed proposals covering Heating Work for Rehabilitation of Equipment and Piping in Power House, Manhattan State Hospital, Ward's Island, New York City, in accordance with Specification No. 17955 and accompanying drawing, will be received by Henry A. Cohen, Director, Bureau of Contracts and Accounts, Department of Public Works, 14th Floor, The Governor Alfred E. Smith State Office Building, Albany, N. Y., on behalf of the Department of Mental Hygiene, until 2:00 o'clock P.M., Advanced Standard Time, which is 1:00 o'clock P.M., Eastern Standard Time, on Thursday, September 24, 1953, when they will be publicly opened and read.

Each proposal must be made upon the form and submitted in the envelope provided therefor and shall be accompanied by a certified check made payable to the State of New York, Commissioner of Taxation and Finance, of 5% of the amount of the bid as a guaranty that the bidder will enter into the contract if it be awarded to him. The specification number must be written on the front of the envelope. The blank spaces in the proposal must be filled in, and no change shall be made in the phraseology of the proposal. Proposals that carry any omissions, erasures, alterations or additions may be rejected as informal. Successful bidder will be required to give a bond conditioned for the faithful performance of the contract and a separate bond for the payment of laborers and materialmen, each bond in the sum of 100% of the amount of the contract. Corporations submitting proposals shall be authorized to do business in the State of New York. Drawing and specification may be examined free of charge at the following offices:

- State Architect, 270 Broadway, New York City.
- State Architect, The Gov. A. E. Smith State Office Bldg., Albany, N. Y.
- District Engineer, 109 N. Genesee St., Utica, N. Y.
- District Engineer, 301 E. Water St., Syracuse, N. Y.
- District Engineer, Barge Canal Terminal, Rochester, N. Y.
- District Engineer, 65 Court St., Buffalo, N. Y.
- District Engineer, 30 West Main St., Hornell, N. Y.
- District Engineer, 444 Van Duzee St., Watertown, N. Y.
- District Engineer, Pleasant Valley Road, Poughkeepsie, N. Y.
- District Engineer, 71 Frederick Street, Binghamton, N. Y.
- District Engineer, Babylon, Long Island, N. Y.
- Manhattan State Hospital, Ward's Island, New York City.

Drawings and specifications may be obtained by calling at the office of the State Architect, The Gov. A. E. Smith State Office Bldg., Albany, N. Y., and making deposit of \$5.00 for each set or by mailing such deposit to the Bureau of Contracts and Accounts, Department of Public Works, The Gov. A. E. Smith State Office Bldg., Albany, N. Y. Checks shall be made payable to the Department of Public Works. Proposal blanks and envelopes will be furnished without charge.

The State reserves the right to reject any and all bids.  
DATED: 8-25-53.  
MFM/N

## DISSOLUTION NOTICES

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.:  
I DO HEREBY CERTIFY that a certificate of dissolution of LAFKAN REALTY CORP. has been filed in this department this day and that it appears therefrom that such corporation has complied with section one hundred and five of the Stock Corporation Law, and that it is dissolved. GIVEN IN DUPLICATE under my hand and official seal of the Department of State, at the City of Albany, this first day of September, one thousand nine hundred and fifty-three.  
THOMAS J. CURRAN,  
Secretary of State.  
By SIDNEY B. GORDON,  
Deputy Secretary of State.  
(Seal Department of State)

## LEGAL NOTICE

At a Special Term, Part II, of the City Court of the City of New York, held in and for the County of New York, at its Court House, 52 Chambers Street, New York County, City of New York, on the 14th day of August, 1953.

Present: HON. ARTHUR MARKEWICK, Justice.

In the Matter of the Application of LILA ABRAMSON, for leave to change her name to LILA FURST.

Upon reading and filing the petition of Lila Abramson, verified the 11th day of August, 1953, praying for leave of the petitioner to assume the name of Lila Furst in place of her present name, and the Court being satisfied thereby that the petitioner was born on the 22nd day of June, 1904, in the Borough of Brooklyn, County of Kings, City and State of New York, under the name of Elisabeth Lillie First as evidenced by certificate No. 13791 of the Bureau of Records, Department of Health, and that the averments contained in said petition are true, and that there is no reasonable objection to the change of name proposed.

NOW, on motion of HORACE W. K. BROCHARDT, attorney for petitioner, it is

ORDERED that Lila Abramson is authorized to assume the name of Lila Furst on or after the 13th day of September, 1953, upon condition, however, that she shall comply with the further provisions of this order, and it is further

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

ORDERED that following the filing of the petition and order as hereinabove directed, and the publication of such order, and the filing of proof of such publication thereof; that on or after September 13th, 1953, Lila Abramson be known as and by the name of Lila Furst and by no other name.

ENTER: A. M. J. C. C.

At a Special Term, Part II, of the City Court of the City of New York, held in and for the County of New York, at the Courthouse thereof, 52 Chambers Street, Borough of Manhattan, City of New York, on the 19th day of August, 1953.

Present: HON. ARTHUR MARKEWICK, Justice.

In the Matter of the Application of PAUL PETER CIANCIOFFO, for leave to change his name to PAUL PETER CIAN.

Upon reading and filing the petition of Paul Peter Ciancioffo, duly verified the 21st day of July, 1953, and entitled as above, praying for leave to change his name to Paul Peter Cian, in place and instead of his present name, and the Court being satisfied thereby that the averments contained in such petition are true and that there are no reasonable objections to the change of name proposed:

NOW, on motion of Abraham Zemlock, attorney for the said petitioner, it is

ORDERED that Paul Peter Ciancioffo who was born in New York, N. Y., birth certificate No. 54658 annexed hereto on October 24, 1915, be and he hereby is authorized to assume the name of Paul Peter Cian on or after the 19th day of September, 1953, upon his complying with the provisions of this order, namely:

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

ORDERED that following the filing of the petition and order as herein directed and the publication of such order and in filing of proof of publication thereof, that on or after the 19th day of September, 1953, the petitioner shall be known as Paul Peter Cian and by no other name.

ENTER: A. M. J. C. C.

CITATION — The People of the State of New York, By the Grace of God Free and Independent, TO: PUBLIC ADMINISTRATOR, COUNTY OF NEW YORK, NINA WOLFSON OR WOLFSOHN, Poland, and if deceased, her administrators or executors; ZYGMUNT WOLFSON OF WOLFSOHN, Poland, and if deceased, his administrators or executors; EUGENIA WOLFSON OR WOLFSOHN, Poland, and if deceased, her administrators or executors, SEND GREETING:

Upon the petition of Alexis Goldenweiser, residing at 523 West 112th Street, Borough of Manhattan, City and County of New York.

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York, on the 15th day of September, 1953, at 10:30 A.M. in the forenoon of that day, why Nina Wolfsohn, Zygmunt Wolfsohn and Eugenia Wolfsohn late of Poland, should not be determined to be dead, to reopen and confirm decree granting ancillary Letters of Administration in the Estate of Helene Hirschfeld, deceased late of Paris, France.

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

WITNESS, HONORABLE GEORGE FRANKENTHALER, a Surrogate of one said County, at the County of New York, the 3rd day of August, 1953.  
(Seal) PHILIP A. DONAHUE,  
Clerk of the Surrogate's Court.

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## FOUR NAMED TO BOARD OF COMMUNITY COLLEGE

ALBANY, Sept. 7 — Governor Dewey appointed four persons as members of the board of trustees of the Westchester County Community College. They are Arthur A. Berard of Mt. Vernon, William Collins of Yonkers, Mrs. Harvey Conover of Mamaroneck, and Samuel L. Parham Jr. of White Plains.

The College is part of the expanding program of community colleges established by the Legislature this year and approved by the Governor.

Study Aid For Transit Test

The following questions are from the last NYC exam for surface line operator. The written test in the present exam for bus driver, trolley car operator and conductor jobs on Transit Authority facilities will be held on Saturday, September 26. Items 1 to 92 were published previously. Answers are given at the end. This ends the publication of the questions and answers in the last test.

93. It is considered good practice for a bus operator to drive with his window slightly open no matter what the weather because (A) he is thus better able to hear horns and other outside sounds (B) the open window provides ventilation in case exhaust gas is leaking into the bus (C) he can use the open window to give hand signals (D) it makes closing of the bus doors easier.

94. A surface line operator starts work at 8:30 A.M., goes off duty at 12:00 noon, and returns to work at 1:30 P.M. He completes 8 hours of actual work at (A) 4:30 P.M. (B) 5:00 P.M. (C) 5:30 P.M. (D) 6:00 P.M.

95. A bus operator who wishes to wear his badge so that it can be most readily seen by entering passengers while he is on duty should wear it on his (A) coat lapel (B) right arm (C) trouser belt (D) left arm.

96. A bus operator who slows down to permit an approaching driver signalling a left turn to proceed (A) shows that he is alert (B) gives up his right of way without sufficient cause (C) is likely to have to speed to make up the lost time (D) displays proper road courtesy.

97. Of the following, the bus line whose route passes furthest from Gimbel Bros. Department Store is the (A) 8th Ave. Line (B) 7th Ave. Line (C) Broadway Line (D) 6th Ave. Line.

98. A person wishing to drive from Grand Central Station to Pennsylvania Station would be following a correct route if he proceeded (A) west on 42nd St. and boarded the ferry (B) east on 42nd St., south on 2nd Ave., then east on 34th St. (C) south on Park Ave., then west on 33rd St. (D) north on Madison Ave., then west on 59th St. to 7th Ave.

99. If a bus operator reporting for duty notices two orders on the bulletin board giving conflicting instructions with respect to a routine procedure, he should follow the order which is (A) dated later (B) dated earlier (C) more easily carried out (D) given in greater detail.

100. Although lateness of any employee of a transportation system is undesirable, a bus operator must take particular precautions to report for work on time because if he is late (A) he will have to speed up on one or more trips to make up for the lateness (B) it is an indication of poor performance on the road (C) other buses would have to be irregularly spaced to make up for it (D) the assignments of other bus operators may have to be changed to keep buses on schedule.

KEY ANSWERS

93. A; 94. D; 95. B; 96. D; 97. A; 98. C; 99. A; 100. B.

Official Questions and Answers in Last Clerk Examination Conducted by NYC

The popular exam for filling jobs as NYC clerk, grade 2, will open on Wednesday, September 9, for receipt of applications, and close on Thursday, September 24. Last time 34,056 applied, and the written test given proved difficult for quite a number of them. To avoid being "flicked" by the written test this time, candidates should study the questions and answers in the last clerk, grade 2, exam, serial, weekly publication of which begin in The LEADER:

1. Assume that you are one of several clerks employed in the office of a City department. Members of the public occasionally visit the office to obtain information. Because your desk is nearest the entrance to the office, most of these visitors direct their inquiries to you. One morning when everyone including yourself is busy, a visitor enters the office and asks you for some readily available information. Of the following, the best action for you to take is to (A) disregard his question in the hope that he will direct his inquiry to another clerk (B) inform him politely that you are busy now and ask him to return in the afternoon (C) give him the requested information concisely but courteously and then continue with your work (D) advise him to write a letter to your department so that the information can be sent to him.

2. As a clerk in the payroll bureau of a City department, you have been assigned the task of checking several payroll sheets. Your supervisor has informed you that these payroll sheets are needed by another department and must be sent to that department by 4 P.M. that day. After you have worked for a few hours, you realize that you will be unable to complete this assignment on time. Of the following, the best action for you to take first is to (A) ask a co-worker to help you (B) check only those payroll sheets which you think are most important (C) make sure that the payroll sheets which have been checked are sent out on time (D) inform your supervisor of the situation.

3. The switchboard operator of Department X refers a call to the Department's Personnel Bureau. Miss Jones, a clerk in the Personnel Bureau, answers this call. Of the following ways of answering this call, the most acceptable one is for Miss Jones to say (A) "Hello." (B) "Personnel Bureau, Miss Jones speaking." (C) "Miss Jones speaking. To whom do you wish to speak?" (D) "Hello. This is Miss Jones of Department X."

4. A clerk in the mailing division of a large City department should be acquainted with the functions of the other divisions of the department chiefly because he will be (A) able to answer questions asked by visitors regarding the department (B) more conscientious in doing his work if he knows that other divisions of the department perform important functions (C) in a better position to make suggestions for improving the work of the various divisions of the department (D) able to determine the proper division to which mail is to be forwarded.

5. The central filing unit of a certain City department keeps in its files records used by the various bureaus in connection with their daily work. It is desirable for the clerks in this filing unit to refile records as soon as possible after they have been returned by the different bureaus chiefly because (A) records which are needed can be located most easily if they have been filed (B) such procedure develops commendable work habits among the employees (C) records which are not filed immediately

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are usually filed incorrectly (D) the accumulation of records to be filed gives the office a disorderly appearance.

6. The active and inactive file material of an office is to be filed in several four-drawer filing cabinets. Of the following, the best method of filing the material is, in general, to (A) keep inactive material in the upper drawers of the file cabinets so that such material may be easily removed for disposal (B) keep active material in the upper drawers so that the amount of stooping by clerks using the files is reduced to a minimum (C) assign drawers in the file cabinets alternately to active and to inactive material so that file material can be transferred easily from the active to the inactive files (D) assign file cabinets alternately to active and to inactive material so that cross-references between the two types of material can be easily made.

7. Of the following, the best reasons for using "form" letters is that they (A) enable an individual to transmit unpleasant or disappointing communications in a gentle and sympathetic manner (B) present the facts in a terse, business-like manner (C) save the time of both the dictator and the typist in answering letters dealing with similar matters (D) are flexible and can be easily changed to meet varying needs and complex situations.

8. City agencies use either window envelopes or plain envelopes in mailing their correspondence, depending upon the type of mail being sent out. When a mail clerk uses a window envelope rather than a plain envelope, he should be especially careful in (A) sealing and stamping the envelope (B) affixing the correct amount of postage (C) folding and inserting the communication (D) checking the return address.

9. As a mail clerk, you have been instructed to make sure that an important letter is received by the person to whom it is addressed. Of the following, the best action for you to take is to send the letter by (A) registered mail (B) special delivery (C) air mail (D) first-class mail.

10. In filing, a clerk must often attach several papers together before placing them in the files. Usually, the most desirable of the following methods of attaching these papers is to (A) pin them together (B) staple them together (C) attach them with a paper clip (D) glue them together.

11. It is a common practice in answering a letter of inquiry to make a carbon copy of the reply. A clerk should know that, of the following, the best procedure to follow with the carbon copy is to (A) file it with the letter it answers (B) file it alphabetically in a separate "carbon copy" file (C) file it chronologically in a separate "carbon copy" file and destroy the copy after thirty days (D) enclose it with the letter of reply.

12. Suppose that much of the work of your office involves computation of statistical data. This computation is being done without the use of adding machines. You believe that the work could be done more efficiently if adding machines were used. Of the following, the best action for you to take is to (A) carry out your assignments without comment, since it is not your function to recommend revisions in office practices (B) have other clerks who agree with you sign a memorandum requesting your supervisor to install adding machines (C) obtain concrete facts to support your views and then take this matter up with your supervisor (D) point out to your supervisor every time an error is made that it would not have occurred if adding machines had been used.

13. A clerk employed in the central file section of a City department has been requested to obtain a certain card which is kept in an alphabetic file containing several thousand cards. The clerk finds that this card is not in its proper place and that there is no "out" card to aid him in tracing its location. Of the following, the course of action which would be least helpful to him in locating the missing card would be for him to (A) secure the assistance of his superior (B) look at several cards filed immediately before and after the place where the missing card should be filed (C) ask the other clerks in the file section whether they have this card (D)

prepare an "out" card and place it where the missing card should be filed.

14. The one of the following types of duplicating machines which requires the use of a stencil is the (A) mimeograph (B) multi-lith (C) multigraph (D) hectograph.

15. A clerk assigned to file correspondence in a subject file would be most concerned with the (A) name of the sender (B) main topic of the correspondence (C) city and state of the sender (D) date of the correspondence.

16. Assume that you are responsible for storing and distributing supplies in a City department. The one of the following factors which you should consider least important in selecting a suitable place in the stock room for storing a particular item is (A) the frequency of requests for it (B) its perishability (C) its size (D) the importance of the bureaus using it.

KEY ANSWERS

1. C; 2. D; 3. B; 4. D; 5. A; 6. B or D; 7. C; 8. C; 9. A; 10. B;

11. A; 12. C; 13. D; 14. A; 15. B; 16. D.

(Continued next week)

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# New Specifications Adopted for State Jobs

The following continues the weekly publication of the new, official specifications in the State Civil Service. The titles covered in this series are those in the first instalment of the State Civil Service Department's project, which is expected to take three years to complete.

## EDITORIAL CLERK SERIES

### Proofreader, Grade 4.

Senior Editorial Clerk, Grade 6. Principal Editorial Clerk Gr. 11. Head Editorial Clerk, Grade 16. These employees edit and proofread copy for publication, with responsibility for spelling, grammar, typography, and editorial presentation but not for content and accuracy of subject matter. They may suggest changes in form or content but are not authorized to make such changes without clearance with the author or a superior. In the higher levels of the series they may compose textual matter and compile publications consisting primarily of factual data.

Excluded from this series are writers, editors, and public relations officers whose positions are classified in the Public Information Series, 2251 or Writer and Editor Series, 2252.

Proofreader, gr. 4 reads printer's proof for adherence to copy and established format; corrects galley and page proofs using standard proofreader's marks; may question punctuation, spell-

ing, omission or duplication of words and lines, hyphenation, and capitalization in copy; checks page numbers and running headings; may add or verify page numbers in tables of contents, indexes, footnotes, and cross-references; may keep progress records of material from receipt of copy to printing. Proofreaders usually work under supervision from Senior or Principal Editorial Clerks or other editorial personnel. Qualifications: Six months of permanent service in any competitive office position; or high school graduation and one year of office experience including proofreading.

Senior editorial clerk, grade 6 performs the same duties as Proofreader and in addition, edits copy for spelling, grammar, conformity with established agency format and style, clarity, and factual accuracy; may condense short passages to fit available space; may compile non-textual publications such as directories or statistical reports and carry them through to final printing; checks references with sources; verifies names and addresses and their spelling; indexes and prepares tables of contents; indicates type style and may lay out copy; may advise printer of priorities and deadlines; may prepare orders for contract or open-market printing, stating specifications of paper, quantity, and expected completion date; may supervise Clerks and

Proofreaders; may maintain control records of work in process, showing receipt of copy, preparation of finished copy, reproduction, and distribution. Qualifications: One year of permanent service in any competitive office position; or high school graduation and one year of experience in proofreading or editing.

Principal editorial clerk, grade 11 does work similar to that of senior editorial clerk but is distinguished either by substantial supervisory responsibility (usually five or more subordinates), by considerably more varied and difficult work or by a combination of somewhat greater supervision than are typical of the senior grade. Illustrative of the factors of difficulty which distinguish between the Principal and the Senior levels are: absence of further editorial review by superior before printing; recurrent writing assignments of some difficulty; frequent and varied layout work; relative independence in the preparation of a quantity of varied printing orders; the preparation of digests or summaries of articles, reports, or decisions, and the detailed cross-indexing of references and precedents; supervision of a reproduction unit. Qualifications: One year of permanent service as Senior Editorial Clerk; or high school graduation and three years of editing or editorial clerical experience.

Head editorial clerk, grade 16 has independent responsibility for editing, proofreading, and carrying through to publication a considerable volume of publications, and supervises a staff of subordinates. The work includes layout, make-up, indexing, determining type styles and format, selecting printing stock and reproduction method, scheduling including fixing deadlines for authors and printers, and following up to secure adherence to deadlines. A typical position in this class is responsible for publishing the official compilation of the rules, regulations, and administrative decisions of all State agencies, securing the material from the departments and preparing a detailed index. Qualifications: One year of permanent service as Principal Editorial Clerk; or high school graduation and four years of editing or editorial clerical experience of which one year must have been supervisory; or bachelor's degree and two years of editing or editorial clerical experience of which one year must have been supervisory.

## TLPIST SERIES

### Typist, Grade 2.

### Blind Typist, Grade 2.

### Senior Typist, Grade 6.

Positions which require ability to operate a typewriter with accuracy at a speed of at least 40 words per minute, and which do not require ability to take shorthand dictation, are classified in the Typist Series. Employees may be assigned entirely to typing, or to any of a wide variety of clerical

filings, or other activities requiring typing a part of the working time. Positions which require specialized clerical knowledges at Grade 6 and higher (account, editorial, file, purchase, statistics, and other groups) are not classified in the Typist Series, nor are positions which require only incidental typing placed in this series.

Although typists may transcribe material from machine-recorded dictation, most positions which do such work for more than 20 hours per week are classified in the Dictating Machine Transcriber Series, 2605.

Typist, grade 2 does office work requiring the operation of a typewriter for all or a part of the time, and ranging in difficulty from routine copy typing to a rather wide variety of moderately difficult clerical work and difficult chart and tabular typing: types reports, letters, schedules, charts, memoranda, and forms with attention to proper spacing, neatness, punctuation, grammar, and spelling; cuts stencils for mimeograph, multilith, and other reproduction processes; proofreads typewritten material; answers routine correspondence from marginal notes or according to standard procedures; transcribes material from machine-recorded dictation; checks forms, applications, and tabulations for accuracy and completeness; does general clerical work and filing; may operate a telephone switchboard, adding machine, mimeograph machine, or other office equipment. A typist may exercise informal supervision over a few other Grade 2 employees in routine work, including passing out and proofreading work, training new employees, and arranging time schedules for coverage during lunch hours and other absences. Examinations test for clerical aptitude and for ability to type at the rate of 40 words per minute. Qualifications: There are no minimum requirements of education or experience.

Blind typist, grade 2 performs duties similar to those of a Dictating Machine Transcriber (see Series 2605), and may also be required to transcribe from dictating machine recordings into braille, and to transcribe braille embossings into typewritten form. Qualifications: Candidates are required to be blind (within the legal definition of blindness as interpreted by the State Commission for the Blind) and examinations require ability to operate a typewriter at the rate of 40 words per minute.

Senior typist, grade 6 is a working supervisor of a group (usually from four to 15) of typists and other employees in grade 2. Senior Typists do work similar to Typists, and in addition assign work to subordinates, review completed work for neatness and accuracy, personally do the most difficult chart and tabular typing, train new employees, maintain desired standards of production, and arrange time schedules for subordinates. Non-supervisory positions

are classified as senior typist only when their clerical responsibilities are similar in difficulty to those of a senior clerk and their duties also require typing skill. Positions are classified as Senior Typist on the basis of difficulty of typed material only when most of the employee's working time is spent in arranging and typing extremely difficult material such as complex charts from rough copy or even-right-hand-margin work for photographic or other reproduction. Difficult tabular material from copy, occasional charts or varitype operation or right-hand-margin work, and roughness of copy are not above the level of performance expected of typists. Examinations test for ability to operate a typewriter at the rate of 50 words per minute. Qualifications: One year of permanent service in any competitive office position in State service.

## Assn. Staff Enjoys Happy Clambake

ALBANY, Sept. 7 — The annual clambake of the headquarters staff of the Civil Service Employees Association was held at Thacher Park on August 27th. Jesse B. McFarland, CSEA president; Joseph Felly, 4th vice president; Charlotte Clapper, secretary, and Harry Fox, treasurer, along with staff members and their wives and husbands, helped make a record turnout.

A medley of softball, darts and other recreational exercises, helped the time pass pleasantly amid pleasant weather before the bake was served.

Some participants at the bake smiled broadly at certain social regulations, and one or two found themselves richer for the experience.

The cool and dark evening hours after the bake brought songs and music. Dorothy MacTavish and Barbara Foster played the ukelele, and Mr. McFarland skillfully delayed a medley of tunes in his harmonica. Others attending the bake included the Lochners (Joe, Annette, Jo-Anne, and Christine); Jane and Roy Fisher; Mary and Pat DeMurio; Paula and Johnnie Grogan; Dorothy and Jack MacTavish; Faustine Spencer, June Henry, Jean O'Hagan, Dorothy Sheehy, Barbara Foster, Betty Nelson, Jessie Napierski, Helen Garrah, Henrietta Karnik, Charlotte B. Clapper, Jake LaGrande, William F. McDonough, F. Henry Galpin, Jake Harris, and Philip Kerker.

LEADER's interesting new column, Civil Service Newsletter? You'll find it on page 6. Make it MUST

## Teamwork Resulted In Better Assn. Policy On Sickness and Accident

By C. A. CARLISLE, JR.

Our new home for the Accident and Sickness Insurance Plan is the Travelers Insurance Company of Hartford, Conn. After considerable negotiation we persuaded the Travelers Insurance Company to underwrite this plan effective July 1, 1953.

I should explain that very few companies have had experience in writing Association forms of insurance on a large scale. I carefully surveyed the market over a period of many months and realized we needed a company with experienced technicians and underwriting facilities necessary for the successful handling of such a large plan.

There are many large companies who could have underwritten this plan as long as we were on hand to direct the overall operation of the plan. In other words, we have the experience of more than 16 years in working with the Association and its members. So, we selected the Travelers because they now underwrite the Life Insurance Plan and we felt that in this way we could lay the foundation for a safe, sound and perpetual Accident and Sickness Plan with them.

### Identical Houses

I like to compare this work to the building of two houses exactly alike. Same blue prints, same materials, same tools but different workmen. We are the workmen who after sixteen years know our people, know how to work with them and know what they want and how they want it. In that way we have built a very fine home for members of the Association while less experienced workmen would have to spend years finding out the secrets that open the hearts of the members of the Association, or their house would soon become dilapidated and fall apart.

With the Travelers Insurance Company we have one of the oldest and most substantial insurance companies in the business. They have actuaries who know all there is to know about the theory of figuring Accident and Sickness rates based on the desired coverages. Their actuaries are trained in their business and they can be of invaluable service to us with this plan, now and in years to come.

The underwriting division of the Accident Department of the Travelers Insurance Company will be a valuable asset to this plan. Understanding the past medical history given in an application is very important and the Travelers have already reduced the number of declined applications from 15 out of every hundred to about 1 out of every hundred. In other

words, many more people are now getting insurance than in the past. This is a distinct service to Association members because we can give more applicants insurance policies than ever before.

### Company Foots the Bill

William Robotham is the underwriter in charge of this Plan and his enthusiasm for our Association members is very great. He is studying your problems, your jobs and your desires and is doing everything possible to satisfy all applicants. "Bill" Robotham has set up a plan for having medical examinations in cases where there is a suspicion that some condition existed in the past that might have barred issuance of the policy. More than 100 medical examinations have already been authorized at the expense of the company. Please remember the company pays for these examinations when authorized in writing by the company. I want to say that I feel happy and confident of the future of the plan with "Bill" Robotham as our chief Underwriter. Members of the Association will like his work as they see how careful and considerate he is about every problem concerning you and your insurance.

The claim work is under the supervision of W. J. Reid, assistant secretary, Life, Accident and Group Claim Department. The Travelers has 13 main claim offices in New York State with a number of sub-offices in strategic locations. Each of the 13 claim offices has a very capable manager and a number of assistants, each one qualified in his own branch of insurance. So, we will have the services of many very capable Accident and Sickness claim men. This will insure prompt, considerate and accurate claim settlements. Already the Travelers is paying many claims and we are receiving many letters of commendation regarding the promptness of their settlement. These men will need the cooperation of every claimant in that you should complete your blanks promptly, completely and accurately and have your physician or surgeon do the same. This will help the claim offices to give you that service to which you are entitled and which we and the association insist you must get.

### McBride at the Helm

The over-all direction of this plan as far as the Travelers is concerned is under Carroll J. McBride, secretary of the Accident Department of the Travelers. Mac has developed the new policy, he represents the company on all negotiations with our Agency and the Association. Mac is new at this kind of coverage for Associations, but he is anxious to continue the

successful operation of the plan which has been developed over the last 16 years and I'm sure we all should feel very well satisfied with such a capable administrator at the Home Office.

But all this would not be possible unless Ter Bush & Powell, Inc. had been able to persuade the Travelers to consider underwriting our plan. In 1936 when we first started the plan the Travelers declined to underwrite it and one of their branch office managers wrote a letter saying the plan was impossible, the rate too low and the plan could not succeed. After 17 years they saw the success of the plan and after some persuasion on our part they agreed to underwrite the plan. Many of the old line insurance companies hesitate to underwrite new types and forms of accident and sickness insurance until they have been tried out and proved to be a success.

### Ter Bush & Powell's Part

The real success of the Accident and Sickness plan is due to Ter Bush & Powell, Inc. in cooperation with The Civil Service Employees Assoc. We were the ones who saw the possibilities in such a plan that was sure to be of great assistance to so many State employees who were disabled due to illness or accident. So, in 1936 D. A. Ter Bush, President of Ter Bush & Powell, Inc. agreed to finance the launching of such a plan. It took thousands of dollars to pioneer this plan and Ter Bush

& Powell put up that money. For several years most of the income was needed to pay off this pioneer money. Then, in 1939 payroll deductions began and the plan began to grow. So that at present about 23,000 individual persons are insured. Nearly \$3,000,000 (three million) in benefits have been paid out under this plan alone. In the next year or two more than \$60,000 per month should be paid out in benefits. Surely a help to many persons in time of need. So, after 17 years the plan had proved itself and then many companies and agencies thought they would like to take over the plan which had been built up so solidly and carefully over the years. Ter Bush & Powell, Inc. must get the credit for the actual operation of this plan. However, all of this would not have been possible without the supervision, study and consultation of the insurance committee of the Civil Service Employees Association.

### Praise for Others

Especially it must be said that Charles Dubuar, chairman of that committee, has served untiringly in the supervision, study and consultation of this plan. Then, too, John T. DeGraff, counsel for the Association, and his assistants have capably passed on all legal problems, as well as giving general supervision to the plan as a whole. Also "Joe" Lochner has handled much correspondence, many personal interviews and a great deal of help in planning the

methods of carrying out the details. Give "Joe" lots of credit as usual.

So, I have shown that Ter Bush & Powell, Inc. were willing to perfect an idea along with the consultation and supervision of Dubuar and his Insurance Committee, and with the help of John DeGraff and his staff, Joe Lochner and the association staff, and now they have been joined by the Travelers Insurance Company and its staff of trained technicians, comprised of Auditors, Accountants, Office procedure technicians, underwriters, claim men and others.

This team, then, is responsible to the board of directors of the Civil Service Employees Association, Inc. for the successful continuance of the most wonderful plan of Accident and Sickness insurance available to any public employees anywhere, at any cost. No insurance company, no insurance agency or anyone else can offer more than is now offered to members of the Association, and it can only succeed by constant supervision and the help and cooperation of every member of the Association. Association members should be very proud of their Accident and Sickness Insurance plan. Every member should apply for the coverage because of its low cost, broad coverage and payroll deduction plan. Now is the time to enroll. Write C. A. Carlisle, 148 Clinton Street, Schenectady, N. Y. for applications today.