

1,694 on List One
1,686 on List Two

**YOU CAN FIT INTO
THIS VAST NEW U.S.**

JOB TRAINING PROGRAM

Openings for Men and Women, All Ages—Learn to Become a
Mechanic, Government Inspector, Radio Expert—Good Pay While
Training—Wartime Job Opportunities for Women—Needs in
Clerical Occupations—Listings of Schools in New York City
See Pages 9, 10, 11, 12, 13, 18, 23

NEW NYC EXAMS

Openings for Lawyers; Law Clerks; Others
See Pages 3, 17

GOV'T URGES MORE PROMOTIONS

See Page 2

FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

Here's a Round-up of the U. S. Pay-Rise Situation to Date—And What's Likely Next

WASHINGTON. — The Pay raise issue has reached the boiling point. A showdown is now inevitable. It must come within the next few weeks. Here are the developments:

1. In a little more than three weeks—on October 1—several hundred thousand Army, Navy, Maritime Commission, and National Advisory Committee for Aeronautics employees of the Federal Government will no longer draw overtime pay after 40 hours of work. Some of the employees have been paid overtime for the past two years but the authority to pay overtime to Federal workers will expire on September 30.

2. Senator Jim Mead of New York will open hearings this week before the Senate Civil Service Committee on his bill—approved by the administration—that would pay time and a half after 40 hours to all Federal workers earning \$2,900 or less in salary, and overtime only on \$2,900 for all employees drawing over that amount. Employees who don't work on a per annum basis or who aren't compelled to work overtime would be guaranteed a 10 per cent salary increase. The

all-important armed services are putting the heat on to get the bill through Congress before October 1 in a move to keep their employees satisfied.

3. The postal workers, whose refusal to accept the above compromise delayed the pay increase action three months ago, were reported on good authority to have decided to go along with the Mead compromise if they are convinced they can't get the \$300 bonus which they have been assured they can't get. Administration spokesmen have told the postal people to take up the bonus question after the overtime principle for all Federal workers has been disposed of.

4. If the postal workers persist in their demands, the overtime bill will be reported to Congress with the postal question eliminated. Then the postal employees would either have to be fought out on the floor of Congress or else the postal people would have to try and put through a separate bill. Presidential advisors are convinced that if Congress gives the postal employees more than the other Federal workers, the President will veto the bill.

5. The Federal employee pay-raise question is quite likely to be injected into politics unless the Administration handles the

delicate situation skillfully. The base pay of Federal workers has remained the same despite the fact that the cost of living has shot up 16 per cent within the past two years and despite the fact that the salaries of employees in industry have gone up considerably.

6. But the very best argument that can be made for a revision upward of Federal salaries is the fact that many nations, states, counties and cities already have recognized the plight of the public employee and his salary has been boosted.

10% Raise in Maine

A survey by THE LEADER shows that the State of Maine has granted a 10 per cent increase to all state employees whose weekly salary doesn't exceed \$30. Virginia has jumped the wages of state employees who earn less than \$2,500. In Massachusetts a flat \$150 increase per year has been provided for employees receiving up to \$1,500 and a \$100 increase for employees earning from \$1,500 to \$2,500.

Bonuses in Jersey

New Jersey has provided quarterly bonuses ranging from \$30 to \$45 for all state employees whose salaries are \$3,000 or less. Minnesota has provided for a flat increase of \$5 a month plus 5 per cent of the normal pay. If a Min-

nesota employee receives more than \$200 a month the 5 per cent applies to the first \$200. A number of other states have pay raise legislation under consideration.

A study made of 384 cities during 1941 showed that 247 had taken some steps to increase the incomes of their employees. The most common increase was between 5 and 10 per cent. The general tendency was to give preference to employees in the low salary brackets. Since the study was made a large number of other cities have raised salaries as have county governments.

Canada Pay Up

Our good neighbor—Canada—raises the salaries of her employees when the cost of living goes up further. In England, weekly bonuses are given to all employees. And these bonuses were raised as of June 1, 1942. An odd thing about the English system is the fact that women are given a smaller bonus than men despite the fact that they draw the same salaries.

For example, women drawing up to and including 250 pounds a year—roughly \$1,250—are given a weekly bonus of 10 shillings. Men in the same category are given 13 shillings and 6d. Before June 1, women received 7s 6d and men 10s.

Uncle Sam, the richest of them

all, recently raised the salaries of an estimated 175,000 custodial employees. Some salaries have been raised through higher classification and others have received the automatic promotions under the Ramspeck-Mead Act. Nevertheless, by and large the great mass of white-collar workers aren't paid any more today than they were four or five years ago.

The average Federal salary is still somewhere around \$2,000, probably closer to \$1,900.

The new war agencies are accused of paying fabulous salaries to their employees, but a check at the War Production Board shows that more than a third of its 15,000 employees are paid \$1,440 and less. A Department of Commerce survey shows that it's difficult for a single employee to live on \$1,440 in Washington but it's being done every day by the thousands. Some people are even raising families on it.

The important principle involved in the Administration bill is the fact that it would treat all employees alike. No preferred class of workers would be set up as there are now. That's what causes the bad feeling among employees and what inspires one group to get more than the other just to get even.

[For the point of view of postal workers, turn to page 14.]

New Groups Seen In Gov't Employ

WASHINGTON.—Civil Service Commission officials have raised their sights. They now predict that there'll be three million Federal workers on Uncle Sam's payroll by the end of next year. That is, of course, if the war continues. There are now 2,300,000 workers.

Predictions have been made for months that the great increase in Federal employee population will come to a halt, but the facts show the opposite. Last month—in July alone—the Civil Service Commission made 213,000 placements which is an all-time high. The month before 197,000 placements were made.

However, the net increase of workers in both months isn't expected to be more than 200,000—100,000 each month—as roughly 50 per cent of the placements are now made to fill vacancies.

And many of the vacancies are created by people quitting the Federal service for the greener fields of private industry.

Since Pearl Harbor—eight months ago—the number of Federal workers has increased more than 600,000.

The vast increase at a time when manpower is tightening up means that more women and more members of minority groups will have to be hired by the Government.

Plenty of people are applying for Federal jobs, but eliminations are heavy, too, as they fail to meet the required standards.

U. S. Seeks Patent Examiners

WASHINGTON. — The Patent Office, now located in Richmond, is looking for 140 patent examiners. The examiners are all engineers and a good many have law training. It's possible to get legal training while working at the Patent Office through an arrangement with the University of Richmond. The jobs pay from \$2,600 to \$5,600. The Civil Service register for examiners is completely exhausted and the office has the authority to hire examiners direct. Write Conway Coe, Commissioner of Patents, Richmond, Virginia, if you're interested.

More Promotions, Transfers Urged by U. S. Civil Service

WASHINGTON.—The United States Civil Service Commission last week called upon Federal agencies to place greater emphasis on the promotion and transfer of Government employees in filling positions connected with the war program. More effective use of the skills of present employees is necessary, the Commission stated, because of the shortage of manpower in many occupational fields.

Stressing that persons already in the service can adjust themselves more readily to higher positions than outsiders because of the knowledge and information they have acquired on the job, the Commission urged all agencies to inaugurate definite promotion and training programs.

Industry Does It

Industry, in the face of a rapidly diminishing labor supply, has adopted within-service training programs. This plan has also been adopted to some extent by Government agencies. Greater emphasis should be placed on such programs, the Commission pointed out, because the progressive upgrading of qualified personnel will not only provide an incentive and reward for efficient employees but will also alleviate the recruiting problem.

At the same time, the Commission directed attention to the desirability of utilizing the services of former employees of the Federal Government available for appointment to places in the war program. Reappointment of such persons is advantageous because they will not need the detailed training necessary for persons without previous Federal service.

The Commission's letter follows, in part:

"A promotion is one of the rewards for good service, and those already in the service have knowledge and information that should enable them more readily to ad-

just themselves to higher positions than the outsider. Since there is a shortage of manpower in many fields, it is desirable to plan carefully for a definite program of promotion and transfer. The sources of supply for positions requiring little or no training are infinitely greater than the sources for the higher grade positions, requiring certain specialized knowledge. Therefore, recruiting from below and progressive upgrading alleviates to some extent the difficulty in filling positions where the shortage is becoming more acute. Industry has met the problem of a rapidly diminishing labor supply by adopting within-service training and upgrading programs. This plan has also been adopted by the government agencies to some extent. The Commission

wishes to urge that greater emphasis be placed on this program. Also, the reappointment of former employees eliminates certain steps in training which are necessary for persons without the advantage of previous Federal Service. It is realized that there are some positions which cannot be filled by promotion, transfer or reinstatement. But a definite program in this direction will not only alleviate the recruiting problem, but will be a definite reward and incentive to efficient employees.

"The War Service Regulations streamlined reinstatement procedures and transfer procedures, both between agencies and within agencies. The departments are urged to make full use of the freedom permitted for intra-agency transfers and promotions."

Govt. Wants Metal Men

Do you have a background in the marketing, pricing and economics of iron, steel and other metal industries?

Men having such experience are wanted at once to serve in the nation's price control program. Salaries range from \$2,600 to \$5,600 a year depending on the range and quality of your training and accomplishments.

The government wants particularly persons who have had experience in the metal industries as

cost accountants,
purchasing agents,
administrators.

Experience as a scrap dealer won't do. The work is in Washington, and the duties include analyzing reports from private industry, making recommendations on prices, and setting up price schedules.

If you can qualify, get Application Form 57 from the nearest first- or second-class Post Office (or at the Federal Building, 641 Washington Street, New York

City), and mail that form, filled out, to

A. S. Ernest, Examiner-in-Charge,
Physical Science Unit,
U. S. Civil Service Commission,
Washington, D. C.

If you're now engaged in war work, however, the government would rather you didn't apply, unless your skill isn't being utilized to the utmost.

U. S. Promotion For Clerks

The Federal Civil Service Commission this week announced promotion examinations for U. S. clerks and typists now working in the NYC area who would care to go to Washington at a higher salary. The test is for promotion to the title of junior stenographer at a salary of \$1,440.

Clerks will be given a simple steno and typing test. Typists will be given a simple steno test. They will be required to take 80 words a minute.

For further information, apply immediately at Room 202, 641 Washington Street, New York City; or at the office of any secretary of a Board of Civil Service Examiners, at first- or second-class post offices.

U. S. Needs More Hospital Workers

WASHINGTON.—In view of the scarcity of qualified persons to fill certain positions in Government hospitals, the Civil Service Commission has issued, in revised form, three of its continuously open examinations.

The new examination announcement for physiotherapy aide (\$1,800) and junior physiotherapy aide (\$1,620) includes the following modified requirements: No written test; no maximum age limit; no limitation on height and weight.

The new examination announcement for student physiotherapy aide (\$420) and apprentice physiotherapy aide (\$1,440) has been modified in the following respects: Women only are eligible; no maximum age limit; modified physical requirements.

The new examination announcement for junior graduate, nurse (\$1,620) has been modified in the following respects: Date of graduation from a school of nursing has been set back; relaxation in physical requirements; no maximum age limit.

All applications must be sent to the Washington office of the Civil Service Commission. Applications will be accepted until the needs of the service have been met.

Full information as to requirements, and application forms, may be obtained from the Secretary of the Board of U. S. Civil Service Examiners at first and second-class post offices, or from the United States Civil Service Commission, Washington, D. C. In New York City, apply at the Federal Building, 641 Washington Street.

For civil service information, phone the Civil Service LEADER's branch office at WALKER 5-7449. Or come in person. The address is 142 Christopher Street, half a block from the Federal building.

CIVIL SERVICE LEADER
87 Duane Street, New York City
Copyright, 1942, by Civil Service
Publications, Inc. Entered as second-class matter Oct. 2, 1939, at the post office at New York, N. Y., under the Act of March 3, 1879.

CIVIL SERVICE IN NEW YORK CITY

Press for \$1,200 Pay-Minimum

The \$1,200 minimum for all City employees is the only solution to the rising cost of living problem, Councilmen Salvatore Ninno and Louis P. Goldberg told The LEADER this week. They intend to introduce legislation to that effect in the Council in October.

Councilman Ninno was especially concerned for the low paid hospital workers whose wages, in some categories, he described as "deplorable." He said that a city of New York's size has no business paying municipal employees less than \$1,200 a year regardless of whether the individual is married or single.

"The time has come," pointed out Mr. Goldberg, "for abolition of 'coolie' wages. The City has the money to meet this humane minimum and it ought to do so as soon as possible without further fuss or fury."

"We are not unmindful that President Roosevelt has very recently issued an executive order raising the salaries of the lowest paid Federal employees. [Congress recently passed legislation raising the salary-minimum of Federal employees in the 'custodial' classification to \$1,200.—Ed.]

"We have always advocated that New York City set the standard of a model employer and we plan to introduce in the Council very shortly legislation calling for the establishment of decent wage scales for all employees in the various City departments."

Work and Pay Must Be in Line, Say Councilmen

You may anticipate some extremely interesting civil service legislation in the near future.

One measure being readied for introduction in the City Council is a bill to make salary equivalent with the work done.

For example: a number of junior clerical assistants in the Board of Education, earning \$1,200 to \$1,500, have been in the same title for ten years or more. They have taken promotion examinations, and been placed on the list for senior clerk (salary \$1,500 to \$3,000). But when a vacancy occurs in the higher bracket, is it filled by one of the persons on the promotion list? No, say the clerks. It's left unfilled. How does the work get done? A clerical assistant does the work. In other words, the employee does work requiring higher responsibility while remaining in the lower grade and receiving the lower salary.

"It's most unfair," says Councilman Louis P. Goldberg. "And it happens all over the city." Together with Councilman Ninno, he plans to do something about it. Just what form his bill will take, he doesn't yet know. But he would prohibit the employment of civil servants in out-of-title work unless they get paid the salaries that go with the enlarged duties. Thus, if a grade 2 clerk does grade 3 work, he would get paid a grade 3 salary. Councilmen Ninno and Goldberg know there are many hurdles they'll have to get over to put such a plan in effect, but they think they can do it.

Laborers Fired For Budget Cuts Allowed New Jobs

The preferred list for laborers containing the names of former City employees in this title who were dismissed because of budget cuts was certified by the Civil Service Commission to fill jobs in five City departments during the past week.

Approximately 60 names were sent to the Department of Markets to fill vacancies at \$1,500 a year, \$1,200 a year and \$5 a day. A dozen names were forwarded to the Triborough Bridge Authority and the Department of Hospitals. The Triborough Bridge jobs pay \$5.50 a day, the hospital jobs \$1,200 a year.

City Announces New Series Of Exams, Open and Promotion

The Municipal Civil Service Commission this week announced a new series of nine open-competitive and five promotion examinations. Applications for these examinations will be issued from 9 a. m. Monday, September 14 until 4 p. m. Tuesday, September 29 at the application bureau of the the Commission, 96 Duane Street. The complete requirements for these tests, printed for the first time anywhere, appear on page 17 of this issue of The LEADER.

Included in this series of new tests are the following:

Open-competitive

Law Assistant, Grade 2 (torts), \$1,800 up to but not including \$2,400 a year.

Assistant Pharmacist, \$1,500 a year.

Extremator, \$1,800 a year.

Head Dietitian (Administra-

tion), \$1,440 up to but not including \$2,040 with maintenance; \$1,800 up to but not including \$2,400 without maintenance.

Head Dietitian (teaching), \$1,440 up to but not including \$2,040 per annum with maintenance; \$1,800 up to but not including \$2,400 per annum without maintenance.

Junior Physicist, \$1,500 up to but not including \$2,400 a year.

Laboratory Assistant (Specialties—Bacteriology, Biology, Chemistry, Geology, Physics, Physiology, Histology, Clinical Technology, Serology), \$960 up to but not including \$1,800 a year.

X-ray Technician, \$1,500 a year.

X-ray Technician (outside New York City), \$1,500 a year.

Promotion

Junior Chemist, \$1,500 up to but not including \$2,100 a year.

(This examination is open to employees in all City departments where the title junior chemist appears in the budget.)

Assistant Counsel (torts) Grade

4, Board of Transportation, \$3,000 and over.

Junior Counsel (torts) Grade 3, Board of Transportation, \$2,400 up to but not including \$3,000 a year.

Law Assistant, Grade 2 (torts), Board of Transportation, \$1,800 up to but not including \$2,400 a year.

The announcement of the law assistant, grade 2 (torts) exam for the Board of Transportation offers law school students and law clerks the best opportunity in years to enter the City service at a fairly decent salary. Only two years of study in a recognized law school or two years of employment as a law clerk is required for admittance to this examination.

Requirements for the remaining series of City tests are similarly lenient. Only the possession of a pharmacist's license is needed for admittance to the assistant pharmacist exam.

It's up to the Majority Leader to rally the Council behind him to oppose wage-cutting — cuts that are going to get lower if something isn't done. Mr. Hughes referred to "the ironical situation created by the Council's admission that appointments would probably be curtailed for the duration." To which he added: "Yet they decided to penalize future appointees to meet present financial demands."

Hughes praised the stand of Councilman Stanley Isaacs in disapproving the policy which permits men to work side by side, performing the same tasks, while one gets \$2,280, the other \$2,400. These are the new ceilings, respectively, for employees coming into the service and present incumbents, according to the compromise on the McCarthy amendments.

Sanitation Man Enlists in Army

Laurence M. Deutsch, who is to be graduated shortly from St. John's University School of Law, and who is a junior Sanitation man in Garage 60 in Corona, has enlisted in the army, though he still has a 3-A classification. Deutsch lives at 37-05 90th Street, Jackson Heights, with his widowed mother and young sister.

More Initiative Allowed Welfare Investigators

Since the announcement by the Department of Welfare that the caseload of investigators would be raised to 75, there have been meetings with staff representatives concerned with the manner in which the increased work-load, coming upon the vast losses in personnel which the department has experienced, could best be met.

Meeting with Edward Rhatigan, Director of Public Assistance, leaders of the State, County and Municipal Workers of America took the position that "it would be absolutely necessary for the Administration to redefine the job of the Investigator on a realistic basis, taking cognizance of the increased load and making certain that the clients' services would not suffer because there was no possibility of hiring personnel at the present time." This the Administration agreed to do and accepted specific proposals made by the union for consideration.

Last week Mr. Rhatigan issued a statement on the caseload situ-

ation embodying several proposals made by the union:

- 1—Greater reliance on the individual initiative of the Investigator and less technical check-up.
 - 2—Greater flexibility in visiting.
 - 3—Supervision of the worker's caseload on a selective basis.
 - 4—Listing of job priorities for concentration.
- The Administration agreed that this was just the beginning. Specific memoranda will be released subsequently to amplify this statement.

Other Suggestions

- The union is requesting that:
- 1—Files be decentralized.
 - 2—Relief issuance be centralized.
 - 3—One check be issued for mutual cases.
 - 4—Summary recording be accepted in all cases, except where intensive work is being done.
 - 5—Easing of special allowances and appliance requirements with Investigator making final decision.
 - 6—Investigator be allowed to

Would Have City Pay Pensions Of Fighting Men

The Board of Estimate will be asked this week by Councilman Stanley Isaacs for a hearing on his proposal to have the City pay regular pension deductions for civil service selectees in order to protect their pension rights.

Mr. Isaacs told The LEADER he intends to appear before the Board or its Committee of the Whole to press for authorization of this payment now that the resolution has moved out of the Council chambers. It passed last week.

"It's merely fair and just that the boys who are risking their lives for their country should not be made to worry how they are going to make up their accumulated pension payments when they get out of the service," he said.

Salary Insufficient

Mr. Isaacs' contention is that the average selectee's Army salary is not sufficient to enable him to keep up his pension fund payments. The Isaacs proposal urges the Board of Estimate to do just this in order that those city employees who are not receiving this differential may be as protected as those who are members of the National Guard, Naval Militia or Reserves and who are entitled to the City wage differential.

The Isaacs' resolution several months ago was followed up by a similar one in the form of a bill by Councilman Joseph E. Kinsley. Since then, however, Mr. Isaacs has convinced Councilman Kinsley that the Kinsley bill, calling for an amendment to the administrative code to accomplish the same purpose, could not be acted upon legally. Said Mr. Isaacs: "Only the Board of Estimate can arrange for payment of such funds."

Result: Mr. Kinsley has agreed to Mr. Isaacs' proposal.

Did I Pass? Did I Fail?

"I got an average of 69½ on my test. Did I pass or fail?"

Plagued by the requests of the perennial border-line candidate, the Municipal Civil Service Commission has decided to do something about this vexing "did I pass" or "did I fail" problem. At 3 p. m. Wednesday, September 9, a public hearing will be held in Room 712, at 299 Broadway, on the proposed amendment to the rules and regulations of the Commission which, if adopted, will give all those candidates a passing mark who achieve a rating within a fractional part of the next lower whole number to the stipulated pass mark. The amendment would only apply to those examinations in which the passing mark would be established in terms of percentage.

Effect of the amendment would be to give the hypothetical 69½ percent candidate a passing mark. Specifically, the amendment, for which anyone interested may argue pro and con, reads as follows:

Proposed amendment to the rules and regulations of the Municipal Civil Service Commission by adding a new paragraph to Section V of Rule V, to be known as Paragraph 4a, reading as follows: "4a. Whenever the pass mark either in the scoring of a test or the final average of an examination has been established in terms of a percentage, candidates obtaining a rating within a fractional part above the next lower whole number shall be considered as having attained such pass mark."

The hearing gets under way at 3 p. m. If you're the guy who is always getting 69½ percent, here's your chance to express your opinion.

report directly to the field several days a week.

And other recommendations directly benefiting the Clerks. The Administration has already put into effect other changes to ease the burden of clerks and investigators; notably, elimination of unnecessary forms, elimination of line-count for typists,

Patrolman Candidates Get Marks; One List, Instead of Two, Probable

(Exclusive)

Three thousand three hundred and eighty candidates successfully passed all parts of the patrolman (P.D.), special patrolman (all departments) examination held this summer by the Municipal Civil Service Commission. The first 1,694 candidates, in the order of their standing, comprise list one, the list specifically established for the sole use of the Police Department. The remaining 1,686 candidates, in successive order, appear on list two, the list made up to fill vacancies

as special patrolmen in all city departments.

The passing mark for list one is 80 percent. All candidates who received 80 percent or better made list one; all who received between 70 percent and 80 percent made list two.

The Civil Service Commission feels that the number of names on list one, after 1-A men and those under 21 are counted out, won't be sufficient to provide the Police Department with the number of men it will require. So publication of the list is being held up while the Commission, with the aid of the Law Department, finds a method of combining both lists—number one and number two—for use by the Police Department in selecting patrolmen.

When the examination was originally announced by the Civil Service Commission, the requirements specifically stated that the special patrolman list would not be certified to fill positions as patrolman in the Police Department.

Because of the large number of eligibles on list one who are under the legal police appointment age of 21 and of the undetermined but undoubtedly large number who have 1A draft classifications, the Commission would like to alter the statement made in the examination announcement. This move would have the whole-hearted support of every eligible on list two. However, the LEADER has learned from a reliable source that the Commission wants to be absolutely certain of the legality of making this change.

Character Probe

Another factor holding up the publication of the names of the successful patrolman candidates is the desire on the part of the Commission to make some of the character investigations before publishing list. Included in character investigations will be special inquiries made to determine the exact draft status of each eligible. Results of this military status investigation will have a bearing on the Commission's decision to establish one eligible list for patrolman, Police Department, appointments.

As soon as these investigations are completed and the Commission decides whether it will establish one list to fill Police Department vacancies or two lists as originally announced, the names of all successful candidates will appear in The LEADER. All candidates were notified of their ratings and positions on either one of the two eligible lists on Thursday of last week. No estimate could be obtained of the amount of time required before the list of successful candidates will be available. It may be this week, or next.

Questions Asked

Along with their ratings, eligibles on both lists were sent availability forms by the Civil Service Commission. These forms must be filled out and returned to the Commission within fifteen days of their receipt by the eligibles. Designed to facilitate the certification of eligibles, the forms contained questions asking the eligibles if they are ready and willing to accept immediate appointment, when offered. For eligibles who answer in the negative space was provided for the reasons why they would be unable to accept appointment. The reasons

for a candidate's inability to accept appointment are his being under 21 years of age, temporary inability, (illness, education, etc.) and military service.

Candidates on the number 2 list were informed that their roster will last for one year or until such time as list one ends, that those accepting permanent jobs will not be certified to other positions, that they must be qualified and eligible in every respect before they can be appointed. List two eligibles were also told that the three-year residence requirements do not apply for appointment to the following City agencies: Board of Transportation, Board of Water Supply, Triborough Bridge Authority, NYC Housing Authority, Civil Service Commission, NYC Tunnel Authority, Board of Education, and Board of Higher Education. The special patrolman list will be certified to many of these departments.

May Appoint 200 Oct. 1

As revealed in last week's LEADER, there are 1,036 vacancies in the ranks of patrolman in the Police Department today. 200 appointments will be made "a few weeks after the list is published," a high official of the Police Department informed the LEADER. It is hoped that these appointments can be made on October 1.

Air Hero Is NYC Employee

One of the heroes of the war against the Japs is an employee of the New York City Welfare Department. He is First Lieutenant David Hirsch, U. S. Air Corps navigator, who had worked in District Office 73 before joining the armed forces. Lieutenant Hirsch, who has been in the Army for two years, brought his Flying Fortress back to its base after it had bombed the Japs in Milne Bay. During the operation, Hirsch had been wounded in his back, left hand, and left leg; and his bombardier was killed.

His brother, Private Kermit Hirsch, also worked in District 73 of the Welfare Department before entering the armed forces. The boys resided with their parents at 2030 East 26th Street, Brooklyn.

In the Welfare Department, Lieutenant Hirsch was extremely well-liked by his colleagues. He was a member of the SCMWA, which last week sent him a congratulatory wire upon his exploits.

Bus Men Sent To Subways

The first sixteen names on the two weeks' old promotion list for bus maintainer, group B, BMT division were certified to the Board of Transportation by the

Chief McCarthy Writes Book for Fire Auxiliaries

This week a small pocket-sized book containing a complete course of instruction in the techniques of fire-fighting made its appearance. Written specifically for the thousands of citizen firemen in the Fire Department Emergency Auxiliary Corps, the book is authored by Assistant Chief in Command, John J. McCarthy of the New York Fire Department. Appropriately, the book is titled, "Fire Fighting,"—a practical guide for firemen and auxiliaries. Priced at twenty-five cents, the sale of the book is limited to Fire Department members and auxiliaries.

Publication of this book meets an acute need for authoritative study material in compact form for the City's auxiliaries. A handbook labeled "Auxiliary Firemen's Manual," published by the Office of Civilian Defense in Washington was found to be unsatisfactory for the training of New York's auxiliaries. "Fire Fighting" is based specifically on the methods and equipment used in New York City.

"Fire Fighting" contains 256 pages and 150 illustrations. Copies may be obtained from the publishers, the Femack Co., 203 West 19th Street, or through the auxiliary agent in each company. Officers of individual fire companies have been requested to see that all auxiliaries are acquainted with the publication of the book. No financial profit from the sale of the book will go to any member of the uniformed force.

Ask Higher Pay For Lab Workers

Reclassification to a new minimum salary of \$1,500 a year is being asked for the Laboratory Assistants of the Health Department by the Health chapter of the SCMWA. The present entering salary for these employees is \$960 a year.

In a petition circulated recently by the union group, it was pointed out that the laboratory assistants constitute half of the entire technical staff of the Health Department and therefore perform vital work which has been enhanced by the important role the Department plays in the national war effort. Many of these technicians have been leaving the department because of the offer of higher salaries in private industry and in the State and Federal services.

The union claims that the title of laboratory assistant is not representative of the highly specialized duties performed by these employees. It suggests that they be reclassified to the titles of junior bacteriologist and junior chemist.

Civil Service Commission this week. Both permanent and temporary military replacement vacancies exist in this title. Bus maintainers are paid at the rate of \$.75 per hour.

City Agency Reverses Itself On Leave of Absence Policy

The records of seven engineering employees in the Board of Water Supply who resigned their positions in order to accept temporary defense jobs have been changed so that they are now being carried on the payrolls as being on leave of absence without pay. Decision to change the records of the seven employees, five of whom resigned last March, was made by the Municipal Civil Service Commission at its meeting on Wednesday, September 2.

The employees, their salaries and the dates on which they resigned are: Eugene J. Vayda and John P. Chemidlin, assistant engineer designers at \$3,120, who resigned on March 22 and March 28, respectively; Oscar C. Ehrlich, an assistant engineer at \$3,240 who resigned on March 31; Milton P. Finkelstein, a transitman and computer at \$3,360 who

also resigned on March 31; Henry Dollar and Ubaldo J. Nardi, engineering assistants at \$2,400 who resigned on May 14 and September 16, respectively, and Sylvan P. Stern, an engineering assistant at \$2,280, who resigned on March 8.

May Indicate Change of Policy
The request to change the records of these seven engineering employees was made by Commissioner George J. Gillespie of the Board of Water Supply. Although Commissioner Gillespie could not be reached for comment as The LEADER went to press, it may indicate a change in the policy of city department heads who have been most reluctant to grant leaves of absence to engineering employees. In recent months, the need for the services of skilled engineers in the war program has become acute. In some departments, it has been shown, city engineers are working on projects which cannot be undertaken until after the war is over.

Spanish - Portuguese

U.S. Army & Navy Need Interpreters, Translators, Stenographers

War Production Accounting
Elementary, Intermediate, Advanced
Courses in International Administration and Foreign Service
Practical and Theoretical Courses, Groups now forming.

English Stenographers & Typists

Applications Now Ready
DAY AND EVENING SESSIONS
USEFUL COURSES FOR
FUTURE DRAFTEES

LATIN AMERICAN INSTITUTE
11 West 42nd St. • LA. 4-2835

TRAFFIC MANAGEMENT



U. S. WANTS TRAFFICMEN
HUNDREDS of government traffic jobs just announced. Rate clerks, expeditors, routing clerks, traffic assistants of all types urgently needed by government and industry. Vital in the war effort. Permanent career work. Permanent Academy Training (14th year) prepares you rapidly, thoroughly. Excellent placement record. Request free booklet G.

ACADEMY OF ADVANCED TRAFFIC
299 Broadway, N.Y.C. RE.2-3374
U. S. ARMY • CIVIL SERVICE

LEARN COMPTOMETRY

for better starting pay and secure jobs in CIVIL SERVICE
Individual Instruction—Moderate Fee
Budget Plan—Free Placement Service
INQUIRE ABOUT FREE
3-DAY TRIAL COURSE
Lightning Computing School
7 East 42d St. VA. 6-1165

POZA INSTITUTE of LANGUAGES and BUSINESS

1133 Broadway (Cor. 26 St.) CH. 2-5470
Pitman and Gregg Shorthand in Spanish and English. Typing, Dictation for speed. Bookkeeping.
Spanish for Diplomatic Careers, Interpreters and Translators, under the direction of Dr. Herman Poza, ex-Professor of the Normal School for Teachers of Barcelona, Spain.
Classes daily from 9 A.M. to 9 P.M.

4 MONTHS DEFENSE COURSE STENOGRAPHY

PREPARATION FOR ALL CIVIL SERVICE EXAMS
Day or Eve. • Moderate Fee • Budget Plan
BORO HALL ACADEMY
382 FLATBUSH AVENUE EXTENSION
Opp. B'klyn Paramount Phone MAIN 4-8558

SHORTHAND \$1 WEEK

SPEED DICTATION CLASSES
TYPEWRITING SPEED CLASSES
Shorthand, Typewriting
Beginners, Days, Evenings
BOWERS SCHOOL
228 W. 42d St. BRyant 9-9092

DON'T BE SATISFIED

with just any place on the list
GET OUT ON TOP!
Prepare for
Stenographer-Typist Exams
at EASTMAN SCHOOL
Registered by Board of Regents
441 Lexington Ave. (44th St.) N.Y.C.
Est. 1853 Tel. MURray Hill 2-3527

LEARN TO TYPE in FOUR Week-Ends

FOR MEN AND WOMEN
Special intensive week-end course on Friday evenings and Saturday afternoons.
STARTING SEPT. 11, 1942
Registration includes use of TYPEWRITER for practice at home.
New York Y.M.C.A. Schools
513 W. 63d St. (nr. B'way), N.Y. SU. 7-4400

BROOKLYN ACADEMY

DAY AND EVENING
A CO-ED PREP SCHOOL
Registered by State Board of Regents
ACADEMIC and COMMERCIAL
Time-conserving preparation for ALL COLLEGES, BUSINESS, WEST POINT, ANNAPOLIS, COAST GUARD
Small Classes • Successful Methods
Cor. MONTAGUE & HENRY STS.
Brooklyn MAIN 4-4957
Court Street—Borough Hall Station

SECRETARIAL JOURNALISM DRAFTING CIVIL SERVICE
SEND FOR CATALOG
Day, Night; After Business
Enroll Now
DRAKE'S
NEW YORK, 154 NASSAU ST.
Opp City Hall • BEekman 3-4840
Bronx Fordham Rd. FO 7-3500
Wash. Hgts W. 151st St. WA 3-2009
Brooklyn Fulton St. NE 8-4342
Brooklyn Broadway FO 9-8147
Jamaica Sutphin Blvd. JA 6-3835
Flushing Main St. FL 3-3538

TRAIN NOW FOR GOOD PAYING CAREERS NOW AND AFTER THE WAR
after three months' training at the ACCOUNTING MACHINES INSTITUTE. We prepare you for positions in private industry and Civil Service. Army & Navy in need of trained operators on the punched-card equipment.
Accounting Machines Institute
(Only School Teaching Punched-Card equipment)
Small classes & individual instruction.
221 WEST 57th ST.
(Near Broadway) CI. 5-6125-6

COURSES IN ADVANCED Pitman Stenography
AT HUNTER COLLEGE
Evening and Extension Sessions
68th Street and Park Avenue
110 W.P.M. Class Meets Monday and Wednesday, 7:15 to 8:30 P.M.
140 W.P.M. Class Meets Monday and Wednesday, 8:45 to 10 P.M.
INSTRUCTOR
JOSEPH GOLDSTEIN, CSR
Official Court Reporter
REGISTRATION
September 14, 15, 16, 17
2 to 4 P.M. and 7 to 9:30 P.M.

CHOCOLATE DIPPERS CAKE DECORATORS
Trained For Available Positions
Complete Courses \$20.00 Each
Also
Candy Making and Baking Courses
Big Season Ahead—Prepare NOW
Candy & Cake Making Institute
68 West 52d Street N. Y. City
(Est. 1912) ELdorado 5-2758

Stenocode Machine Shorthand
FREE DEMONSTRATION
MONDAY & THURSDAY EVENINGS
Write for Free descriptive circular
STENOCODE, Inc.
154 Nassau St., N. Y. C. Worth 2-4809

DRAFTING
AERONAUTICAL, MECHANICAL, SHIP, PIPING
Brushup Courses for Civil Service, Engineering, Surveying, Drafting, Construction Inspector Examinations.
30 YEARS' RECORD OF SUCCESS
Thousands of MONDELL GRADUATES have obtained positions with City, State, Federal Governments and Private Industries as
DRAFTSMEN, ENGINEERS, DESIGNERS, INSPECTORS, SURVEYORS
AT SALARIES RANGING FROM \$2,100 TO OVER \$5,000 YEARLY
MATHEMATICS - SCIENCES
Arithmetic, Algebra, Geometry, Trigonometry, Calculus, Radio Physics, Chemistry, Refresher Courses, Army Signal, Air Corps, Coast Guard, Navy, Artillery.
MONDELL INSTITUTE
230 West 41st (Herald Tribune Bldg.), N.Y.C. WIs. 7-2088
OLDEST N. Y. DRAFTING SCHOOL • STATE LICENSED
SPECIAL CLASSES FOR WOMEN

Here's a List, to Date, Of Clerical Promotions

Two hundred and twenty-two clerical promotions will be made in 21 City departments, effective Wednesday, September 16. The majority of the promotions are being made to give employees who passed examinations a salary increase. In most cases the certifications to be made by the Civil Service Commission some time this week will stipulate that the promotions will not necessitate an increase in the personnel in each department.

One hundred and fourteen of the promotions are from the position of clerk, grade 1, to clerk, grade 2; 91 from clerk, grade 2 to clerk, grade 3, and 17 from clerk, grade 3, to clerk, grade 4. In numerous instances the promotions mean the exhaustion of the eligibles on the department promotion list.

A table prepared by the office of the Budget Director, showing the number of tentative promotions to be made in each title in the 21 departments appears below. In addition to the names of the clerks about to be promoted in eleven of the departments follows:

PROMOTIONS OF CLERK, GRADE 2, 3 and 4 To be Effective September 16, 1942

Department	Clerk, Gr. 2	Clerk, Gr. 3	Clerk, Gr. 4
Estimate, Bureau of Retirement	3	5	
President, Manhattan	1	1	
Comptroller		11	
Comptroller—Emergency Revenue	6		
Finance	4	12	7
Purchase	10	6	
Law	3	5	
Civil Service Commission		2	
Public Works	5	5	
Education	8	5	4
Parks	6	5	
Police		10	
Housing and Buildings	2	2	
Water Supply, Gas and Electricity	2	3	2
Markets		1	
Chief Medical Examiner		1	
Sanitation	9	7	
Health	15	3	
Hospitals		7	4
Welfare	40		
Domestic Relations		1	
TOTALS	114	91	17

BOARD OF ESTIMATE
Clerk, Grade 2
James P. Costello, George A. Powers, Salvatore Corteselli.
Clerk, Grade 3
Florence C. Staudt, Harvey Meyerson, Bernard F. Tighe, Sol Schimmel, Vincent M. McKenna.

CIVIL SERVICE COMMISSION
Clerk, Grade 3
Philip Rippe, Margaret Curry.

COMPTROLLER
Clerk, Grade 2
Anthony P. Panica, Maria A. Striglia, Biagio R. Esposito, Paul Berfond, Sylvia Hecht, Bernard F. Henry.
Clerk, Grade 3
Harold J. Morrissey, Ralph Hoffman, Sidney Lefkowitz, Robert R. Schwend, Matthew M. Carey, Monroe M. Moyer, Joseph J. Stetz, John T. McCann, Angelo J. Dellano, Nathan Lippman, Arthur M. Morrell.

CHIEF MEDICAL EXAMINER
Clerk, Grade 3
Milton Brown.

DOMESTIC RELATIONS COURT
Clerk, Grade 3
Lee A. Deutsch.

MARKETS
Clerk, Grade 3
Rose Amchan.

PRESIDENT, BOROUGH OF MANHATTAN
Clerk, Grade 2
Arlen L. Bowman.
Clerk, Grade 3
Margaret L. Murray.

LAW DEPARTMENT
Clerk, Grade 2
Henry Nelson, Dorothy Bukantz, Morris Nelrick.
Clerk, Grade 3
William McCutcheon, Margaret Gleason, Helen Theophil, Benjamin Mosher, Lottie Tunick.

POLICE DEPARTMENT
Clerk, Grade 3
Edith J. Chertock, Murray Berger, Kalmowitz Herbert, Oscar Price, Joseph E. H. Weil, Ruth Stein, Paul DeDomenico, Andrew L. Ward, Max Pasternack, Frank J. Fisher.

DEPT. OF HOUSING AND BUILDINGS
Clerk, Grade 2
John F. Whalen, Daniel J. Healy.
Clerk, Grade 3
Max Scheikowitz, William J. McDermott.

WATER SUPPLY, GAS AND ELECTRICITY
Clerk, Grade 2
Eugene Sarno, James Middlemas.
Clerk, Grade 3
Isidor Steinberg, Jesse R. Liscomb, Mildred Ganek.
Clerk, Grade 4
Seth M. Rubin, Solomon Fishman.

NYC Exams In September

Here's the schedule of NYC exams for the month of September:

September 9—Pro. Inspector of Combustibles, Grade 3 (F. D.), Written Test; Pro. Inspector of Fire Prevention, Grade 3 (F. D.), Written Test.

September 14—Inspector of Elevators, Grade 3, Practical Test.

September 15—Inspector of Elevators, Grade 3, Practical Test; Pro. Assistant Supervisor (Crack), IND, Written Test.

September 16—Office Appliance Operator, IBM Accounting and Numeric Machine, Qu. Wr.; Burroughs Book-keeping Machine, Qu. Wr.; Pro. Pilot (F. D.), Practical.

September 17—Inspector of Elevators, Grade 3, Practical.

September 18—Inspector of Elevators, Grade 3, Practical; Pro. Elevator Smith (D. S.), Practical.

September 19—Pro. Junior Civil Engineer, Qu. Wr.; Pro. Stenographer, Grade 2, Practical; Weighmaster, Written Test.

September 22—Pro. Assistant Supervisor (Electric Power), All Divisions, Written Test.

September 26—Pro. Foreman (Buses and Shops), BMT, Written Test.

Conductor List to Be Ready This Month; 1,286 Immediate Transit Jobs Indicated

"The conductor eligible list will be out by the third week in September, if not earlier," Samuel H. Galston, assistant director of examinations of the Municipal Civil Service Commission, stated this week.

In the opinion of Mr. Galston, who has had much experience supervising civil service examinations, "the conductor list will be a good one!" He pointed out that the candidates were given a good mental examination and a good physical test. Those who make the list will have demonstrated that they are both physically and mentally alert.

The fact that a Commission spokesman thinks highly of the conductor list indicates that it may be used widely to fill vacancies in several titles in the City service under the process of selective certification. Eligibles on this list will be capable of filling positions requiring either mental or physical aptitudes.

1,286 Provisionals

Meanwhile, a check-up in the Board of Transportation shows that there are 1,286 provisionals employed in the three titles for which the conductor list will be certified. This means that 1,286 jobs will be offered eligibles on the conductor list as soon as the list comes out. Under the civil service law, provisionals are permitted to be employed when no list exists for a given title. As soon as the list comes out, however, the provisionals must be replaced by eligibles.

The three titles for which the conductor list will be used and the number of provisionals in each title are conductor, 495; rail-

road clerk, 191, and street car operator, 636. This includes persons in both permanent and temporary vacancies.

Plan Meeting

Nicholas L. Felitti, a successful conductor candidate who dropped into The LEADER office as soon as he passed the conductor exam several months ago with plans to get an eligible's group started, said that an unusually large number of candidates had sent in cards indicating their willingness to form such a group. Plans are being made to hold a huge mass meeting as soon as the list comes out.

Candidates who would still like to join such a group but have not as yet sent in their names are requested to write to N.L.F., Box 100, care of The LEADER, 97 Duane Street, NYC. Those who have already sent in their names will be informed through these pages of the date of the meeting.

Future NYC Examinations

Below is a list of examinations which have been ordered by the New York City Civil Service Commission. Applications for these examinations are not yet available, nor are the requirements fully prepared. When the information is made available, it will be published in The LEADER.

- Open-Competitive Tests**
Assistant Counsel, Grade 4 (Board of Transportation).
Assistant Maintainer.
Civil Engineering Draftsman.
Deputy Sheriff, Grade 1.
District Health Officer, Grade 4.
General Mechanic (Dept. of Pks.)
Historian, Medical Records.
Inspector of Fuel, Grade 2.
Insp. of Fuel and Supplies, Gr. 2.
Instructor of Barbering.
Instructor of Trades (Tailoring).
Jr. Engineer (Electrical) Grade 3.
Junior Epidemiologist.
Maintenance Man, A (Carpentry and Painting).
Maintenance Man, B (Brick, Stone, Tile, Concrete and Plaster Work).
Maintenance Man, C (Plumbing, Pipe Fitting and Suet Metal Work).
Maintenance Man, D (Mechanical Equipment).
Maintenance Man, E (Electrical).
Maintenance Man (Orange County) Plumbing, Pipefitting and Sheet Metal Work.
Medical Consultant (Social Hygiene).
Neuropathologist, Grade 4.
Power Maintainer, NYCTS.
Probation Officer.
Office Appliance Operator (Addressograph), Grade 2.
Radiation Therapist.
Radio Operator, Grade 1.
Research Assistant (Cancer).
Seamstress.
Senior Bacteriologist.
Senior Bacteriologist (Medical).
Senior Bacteriologist (Sanitary).
Sr. Property Manager (Bureau of Real Estate).
Shoemaker.
Stationary Engineer (Orange Co.)
Steamfitter's Helper.
Stenographer, Grade 2.
Steward.
Thermostat Repairer.

- Promotion Tests**
Asst. Foreman (Lighting), IND Division, NYCTS.
Asst. Foreman (Track), All Divisions, NYCTS.
Asst. Foreman (Structures), All Divisions, NYCTS.
Asst. Landscape Architect, NYC Housing Authority.
Asst. Resident Bldg. Supt. (Housing), Grade 2, N.Y.C.H.A.
Budget Examiner (Bureau of the Budget).
Carpenter (Fire Department).
Claim Examiner (Law), Grade 4, Bureau of Law and Adjustment (Comptroller's Office).
Claim Examiner (Torts), Grade 4, Bureau of Law and Adjustment (Comptroller's Office).
Clerk, Grade 3.
Clerk, Grade 4.
District Health Officer, Grade 4, Dept. of Hospitals.
Foreman, (Dept. of Sanitation).
Foreman of Pavers (Boro. President of Brooklyn).
Foreman of Porters (Dept. of Public Works).
Foreman (Structures), All Divisions, NYCTS.
Junior Civil Service Examiner (C.S.C.).
Lieutenant, Police Department.
Machinist's Helper (Dept. of Sanitation and Borough President of Manhattan).
Marine Engineer (Fire Dept.).
Uniformed Force Pilot (Fire Department).
Road Car Inspector, IND Division, NYCTS.
Senior Bacteriologist.
Stationary Engineer (Various Departments).
Stationary Engineer (Electric) Various Departments.
Supervisor, Grade 3 (Financial Investigation).
Washer, (Dept. of Hospitals).
Watchman (Orange County).

Recent Personnel Changes In New York City Depts.

The following personnel changes were reported by various City departments during the week:

Domestic Relations Court
Services Ceased—Pauline V. Friedman, clerk, at \$1,080 per annum, Bronx Family Court.

New York City Housing Authority
Appointed—James A. Ward, maintenance man, at \$1,500 per annum.
Reinstated—James F. McDonough, porter, at \$1,140 per annum.

Services Ceased—James F. McDonough, porter, at \$1,140 per annum; Walter Dougherty, temporary maintenance painter, at \$44.40 a week.

Appointed—Porters at \$1,080 per annum: Ralph Douglass, Ernest Oliver, Augustine Brocato, Carnley Giommetti, David Richardson, Carmelo Immordino, John T. Holzschuh, Robert Lee, LeRoy McClammy, George T. White, Orazio Rella, Bernard J. Lynch, Robert Smith, and Curtis W. Jenkins.

Department of Sanitation
Retired—Sanitation Men: Angelo

DeLuca, Henry E. Rohrbach, Amadeo Gatti, Francesco Gallo, John Platt, Frank O'Rourke No. 1, John A. Cantirino, Frank Fishon, Patrick Frole, Thomas Bannon, and Henry J. Smith.

Retired—Fred A. Vogel, assistant foreman.

Died—Genero Secegnaro, sanitation man, and Frank Bruno, foreman.

Services Ceased—Sanitation Men: Nicholas Salerno, at \$1,920 per annum; Frank Kelleher, at \$2,040 per annum.

Office of the City Sheriff
Appointed—Patrick J. O'Keefe, keeper, at \$5 a day; William Gebe, deputy sheriff, at \$1,800 per annum; Arthur C. Marmanik, Raymond A. Dillon, Sylvia Z. Brodtkin, Mary M. Byrne and Mary A. Ellis, Correction Officers, at \$1,769 per annum.

Services Ceased—Joseph Conlin, James F. Costello, Nora Casey, Margaret J. Dowdell and Mary Fenn, Correction Officers.

Department of Markets
Services Ceased—Dennis J. Wynne, temporary weighmaster, at \$2,160 per annum.

CLERK, Gr. 1

Class forms Tuesday, Sept. 8, at 1:15, 6:15 and 8:30 p.m. — Tuesday and Thursday thereafter at same hours. Full details will be found elsewhere in this issue of The LEADER.

FOREMAN (SANITATION)

Class forms Thursday, Sept. 10, at 1 p.m. and 7 p.m.

PHYSICAL FITNESS

Your Government urges that you keep in good physical condition.

Physical Training under the guidance of instructors who have trained thousands of men for the Police and Fire Departments is NOW AVAILABLE TO THE PUBLIC.

Our modern gymnasium is equipped with RUNNING TRACK, HAND-BALL COURTS, PUNCHING BAGS, STRENGTH TESTING MACHINES and every type of apparatus used in physical training. Complete locker and shower facilities. Classes three times weekly.

- FEDERAL ATTORNEY** — Classes meet Tues. and Thurs. at 8 p.m.
- FINGERPRINT TECHNICIAN** — Class forms Wednesday, Sept. 16 at 8 p.m.
- COMPTOMETER OPERATOR** — Classes day and evening at convenient hours.
- CARD PUNCH OPERATOR** — Classes meet day and evening.

SECRETARIAL COURSES

3 CONVENIENT BRANCHES—120 W. 42d ST., MANHATTAN
90-14 SUTPHIN BOULEVARD, JAMAICA, L. I.
24 BRANFORD PLACE, NEWARK, N. J.

OFFICE HOURS:
DAILY 9 A.M. to 10 P.M. SATURDAY 9 A.M. to 6 P.M.

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

The DELEHANTY INSTITUTE

115 EAST 15th STREET, N. Y. C. ST. 9-6900

PLENTY OF JOBS FOR TRAINED MEN — AGES 18 TO 55

Our Graduates Employed in War Industries at Good Pay!

Demand increasing for: MARINE-ARC and CARGO-AIRCRAFT WELDING for all types of war production, including MACHINE TOOL OPERATION; LATHE; DRILL PRESS; BENCH WORK

Brush-up and Beginners' Courses. Day and Evening under supervision former U. S. ARMY and NAVY Instructors. Low tuition includes all Tools, Material. Short courses.

Employment Records on Request

CITIZENS PREP CENTER
9 W. 61st St., N.Y. (Broadway) (IRT-BMT-IND)
VISIT—WRITE—PHONE Circle 6-4970
Free Placement Service • State Licensed
Open Daily 9 a.m. to 10 p.m.

DEFENSE INDUSTRIES NEED DRAFTSMEN

We Specialize in All Branches of Drafting COURSES OPEN FOR MEN AND WOMEN

FREE Aptitude Trial—FREE Placement Service

MANHATTAN TECH
1823 BROADWAY, N. Y. (At 59th St.) Circle 5-7857 N.Y. State Licensed

Fire Department Interviews 400 For 200 Jobs

The first two hundred fireman eligibles certified last week by the Civil Service Commission for the September 16 appointments to the Fire Department were scheduled to be interviewed Tuesday, September 8 by officials of the department. Two hundred more

are scheduled to report Wednesday September 9.

The Civil Service Commission certified eligibles up to number 1,000 on the list for these appointments. Officials of the Firemen Eligibles Association estimate that the Fire Department will have to go as high as number 850 on the list in order to make the 200 appointments. This association has made a detailed study of the draft status of each eligible.

As The LEADER went to press, officials of the Fire Department declined to hazard any guess as to what number would be reached for the 200 appointments. Eligibles who are in 1-A, who are under 21 years of age, whose names have been removed from the list for one year because of the acceptance of appropriate positions, cannot be appointed. As in the past, it is expected that those with occupational deferments whose draft status would be changed as soon as they quit their defense jobs will also be passed over.

Asked if single men in class 3-A who may shortly be reclassified into 1-A would also be passed over, one official of the Fire Department stated that they would be appointed firemen.

"We can't be too choosy," he said.

UNCLE IN INSURANCE BUSINESS COSTS FAMILY \$3,600

When Joe was 30, Uncle Frank advised him to buy a \$3,000 life insurance policy for \$59.31 per year.

Last month, Joe went to sleep and never woke up and the insurance company paid his family the \$3,000.

Had Uncle Frank recommended the right kind of protection in the very same company, Joe's wife and kiddies would have received \$6,625, instead of \$3,000.

Moral: If you want the most life insurance protection for the least money (or the best buys in any other kind of insurance), write to Richard Grabstein at 535 5th Ave., N. Y. C., or phone him at MU-2-2555 for an appointment.

DO YOU OWE \$1500.00 or MORE?

If you want to CONSOLIDATE your debts, take advantage of our services and save money. We do not make loans. You choose our own lending institution. No charge unless our services are beneficial and you are successful in securing a loan. Come in and discuss your problem with us.

CITY EMPLOYEES CREDIT SERVICE 41 Park Row New York City Telephone REctor 2-1731

EVERYWHERE IN CIVIL SERVICE IT'S Arco BOOKS THAT PAY

- Attorney (U. S.) Hundreds of test type questions. Two sample examinations...\$1.50
Jr. Professional Assistant It's an ARCO Book. You can't go wrong...\$1.00
Under Inspector (Trainee) Study: "Mechanic Learner"...\$1.00
Clerk, Gr. 1 165 pages, 1125 questions...\$1.25

Arco PUBLISHING CO. 480 LEXINGTON AVE.

Commission Won't Divide Subway Police List

The Civil Service Commission, at its meeting Wednesday, September 2, denied a request to break up the promotion list for special patrolman, grade 2 (N.Y.C.T.S.) into separate lists for each division of the transit system. The request was made by a number of special patrolmen who participated in the promotion examination.

In denying the request, the Commission pointed out that the Police Department in the New York City Transit System is part of the administrative department of the transit system and is operated on a subway-wide basis. As the work is identical in all three divisions of the system, the Commission declared that it was unnecessary to establish three separate promotion lists.

Thanks Langdon For Exam Success

Much credit has been given Harry R. Langdon, chief of the division of Finance and Supply of the Department of Sanitation in the past for his work in helping employees of the Sanitation Department prepare for promotion. This week, he received a letter from Edward Holzmann, a sanitation man, whose name appears on the promotion list for assistant foreman which was recently established by the Civil Service Commission. Holzmann attributes his success in the examination to the in-service training courses conducted by Langdon.

Your Chances for Appointment

IMPORTANT: PLEASE READ THIS

The highest numbers certified on New York City eligible lists for permanent, temporary, and indefinite positions at various salary ranges appear below. Do not add these figures. The first column contains the name of the eligible list; the second column, the department to which the list was certified; the third column, the salaries of the positions to be filled. The fourth column shows whether the certification was to a permanent, temporary or indefinite position. The fifth column shows the highest number reached and the last column, the expiration date of the list. Readers should remember that certification does not necessarily mean appointment as many more names are always certified than there are vacancies.

The Civil Service Commission does not notify eligibles when they are certified. If your number is lower than the number reached on your list and you have not been notified yet, don't worry about it. The department to which you were certified will notify you when you are about to be reached for appointment.

Table with columns: Title, Department, Salary, P.I., Latest No., Expiration. Lists various positions like Able-Bodied Seaman, Able-Bodied Seaman, Airport Assistant, etc.

Porters Get New Positions

Seven permanent and six temporary jobs as cleaners at \$1,200 a year will be filled in City departments this week from among names of eligibles on the porter list certified by the Civil Service Commission.

Eligibles up to number 1,038 were certified to the Department of Marine and Aviation for one job at LaGuardia Field. For six permanent jobs in Hunter College, eligibles up to number 1,204 were certified by the Civil Service Commission. The temporary jobs were in Hunter and City colleges. Highest reached was 1,355. The porter list expires on Monday, September 21.

Transit Police Meet Sept. 10

A general meeting of the New York City Transit Police Association will be held on Thursday, September 10, at Werderman's Restaurant, 160 Third Ave., N. Y. C. Further plans for the association's first annual dance, which is to be held on Thanksgiving eve, November 25, at Manhattan Center, will be discussed.

Physical Trackman Passed by 2,056 Candidates

Two thousand fifty-six candidates passed the trackman physical test, according to figures obtained from Paul M. Brennan, director of the medical and physical test, according to figures released by Paul M. Brennan, stated that 157 were rejected because of medical deficiencies.

The mental and physical ratings of the successful trackman candidates are now being compiled by the Civil Service Commission. The list is expected to be released for publication in October. As soon as the list is ready, it will be published in The LEADER.

Pet Shop NASSAU PET SHOP 129 NASSAU ST. 2 blocks from City Hall

Open from 9 A.M. to 6:30 P.M. Daily & Saturday FULL LINE OF TROPICAL FISH - AQUARIUMS and ACCESSORIES

Here's a Glass of Real Refreshment

COOL, DELICIOUS MILK! MILK QUENCHES THIRST, revives pep, delightfully... inexpensively! But more than that, milk provides energy value for tiring days, and an alkaline factor to help fight fatigue acids.

Personal LOANS at a BANK RATE! When it's good business to borrow, it's good business to borrow HERE. Loans of from \$100 to \$3500 on YOUR signature ALONE... at a bank rate... payable in simplified monthly installments.

IT'S PATRIOTIC TO SAVE - AND TO BUY BONDS WITH YOUR SAVINGS SO, BUY AT BENCO-FORMAN'S THE THINGS YOU NEED BECAUSE BENCO-FORMAN SAVES YOU 15% to 40% ON Appliances, Electrical, Auto Radios, Balls, Bridge Sets, Baby Carriages, Baby Furniture, Bicycles, Binoculars, Cameras, Cleaners, Vacuum, Clocks, Diamond, Drink Mixers, Fans, Fountain Pens, Food Mixers, Furniture, Heaters, Radios, Records, Ranges, Razors, Refrigerators, Sun Lamps, Silverware, Tables, Tubes, Sewing and Washing Machines, Watches

CIVIL SERVICE IN NEW YORK STATE

Commission Decides to Hold New Series of Examinations

ALBANY.—Besides a number of promotion examinations scheduled for September 19, the State Civil Service Commission has virtually decided to conduct a series of open competitive examinations on October 24, in addition to some promotion tests also on that same date.

Just how extensive the October 24 series will be will depend upon what action the Commission takes in determining what jobs will be filled by competitive test and what ones will be filled by temporary, "duration," appointments under Rule 8A.

The Commission is empowered under this rule to decide, by sepa-

rate resolution, whether to permit the filling of vacancies by "duration" appointments. The rule applies to positions which do not involve special physical, educational or technical qualifications. Other jobs may or may not be filled under Rule 8A.

Nearly two score positions in the open competitive class are now under consideration by the Commission. Many of these will be included in the October 24 series but many others probably will be filled by "duration" appointments, without a test.

Here's a listing of exams which have already been announced, but which have not yet been held. The probable date in each case is still approximate, except where there is an asterisk showing the exact date has been determined.

EXAMINATIONS ANNOUNCED—BUT NOT YET HELD

TITLE OF EXAMINATION	PROBABLE DATE
Assistant Bookkeeping Machine Operator	Sept.
Asst. Tabulating Clerk, State and County Departments	Sept.
Assistant Tabulating Clerk (Rem. Rand) State & Co. Departments	Sept.
Court Stenographer, Supreme Court, 6th Judicial District	Sept.
Housing Control Administrative Supervisor, Div. of Housing	Sept.
Junior Key Punch Operator, State and County Departments	Sept.
Junior Key Punch Operator (Rem. Rand), State & Co. Departments	Sept.
Public Relations Assistant, Civil Service	Sept.
Sr. Hearing Stenographer (Part II—3 voice dictation)	Sept. 19*
D. P. U. I.	
P. & U. I. Training Assistant	Nov.
Promotion STATE	
Tax Administrative Supervisor (Income) Tax. & Fin.	Oct. 24*
Supervising Bedding Inspector, Department of Labor	Oct. 24*
Special Attendant-Telephone Operator, Pilgrim State Hospital	Oct. 24*
Senior Stores Clerk, Dept. of Social Welfare, Warwick	Sept. 19*
Senior Fingerprint Clerk, Department of Correction	Oct. 24*
Senior Stenographer, Dept. of Social Welfare	Sept. 19*
Senior Stenographer, Labor Dept.	Sept. 19*
Senior Stenographer, Educ. Dept., N. Y. Office	Sept. 19*
Senior Law Stenographer, U. I. Bureau, Dept. of Law	Sept.
Senior Insurance Audit Clerk, Insurance Dept. N. Y. Office	Sept. or Oct.
Senior Editorial Clerk, Education Dept.	Sept. 19*
Sr. Dictating Machine Transcriber, Taxation & Finance	Sept.
Sr. Clerk (Compensation) State Ins. Fund—Upstate Off.	Sept. 19*
Senior Clerk, Education Dept.	Sept. 19*
Safety Inspector of Construction, State Ins. Fund, N. Y. O.	Sept. 19*
Principal Education Administrative Asst., Education Dept.	Sept. 19*
Principal Clerk (Personnel) The State Insurance Fund	Sept. 19*
Principal Account Clerk, Dept. of Correction	Sept. 19*
Medical & Statistical Clerk, Mental Hygiene Institutions	Sept. 19*
Laundry Overseer, Mental Hygiene Institutions	Sept. or Oct.
Jr. Inspector of Standards and Purchase, Div. of Standards & Pur.	Wr. may be waived
Jr. Insurance Service Investigator, The State Ins. Fund, N. Y. Off.	Oct. 24*
Jr. Insurance Report Auditor, Insurance Dept.	Sept. or Oct.
Jr. Actuary, The State Insurance Fund, N. Y. Office	Sept. 19*
Institution Education Supervisor (General) Correction Dept.	Sept. 19*
Institution Education Director, Correction Dept.	Sept. 19*
Head Purchase Clerk, Div. of Standards & Purchase, Exec. Dept.	Sept.
Head Clerk, Dept. of Correction	Oct. 24*
Head Account Clerk, Bur. of Accts., Dept. of Audit & Control	Aug.
Compensation Claims Investigator, N. Y. Off., The State Ins. Fund	Sept. or Oct.
Civil Service Information Secretary, Dept. of Civil Service	Sept.
Associate Insurance Examiner (Life), Insurance Department	Sept. or Oct.
Asst. Typist, Dept. of Tax. & Fin.	Sept. 19*
Asst. Stores Clerk, Dept. Soc. Welf., Agric. School Industry	Sept. 19*
Asst. Stenographer, State Labor Relations Board	Sept. 19*
Asst. Stenographer, Div. of Parole, Buffalo Region	Sept. 19*
Asst. Personnel Technician (Research) Dept. of Civil Service	Sept.
Asst. Office Appliance Operator (Addressograph) Tax. & Fin.	Sept. 19*
Asst. File Clerk, Dept. of Labor, Albany Office	Sept. 19*
Asst. Dictating Machine Transcriber, Tax. & Fin.	Sept. 19*
Asst. Clerk, Dept. of Taxation & Finance	Sept.
Asst. Calculating Machine Operator, Labor Dept., Albany Office	Sept.
Asst. Account Clerk, Conservation Dept., Finance Div.	Sept. 19*
Asst. Account Clerk, Albany Office, Dept. of State	Sept. 19*
Stationary Engineer, Dept. of Social Welfare	Nov.
D. P. U. I.	
Asst. Calculating Mach. Operator (Key Drive)	Oct.
Asst. Clerk	Sept. 19*
Asst. File Clerk	Sept. 19*
Asst. Office Appl. Operator (Addressograph)	Oct.
Asst. Office Appl. Operator (Graphotype)	Oct.
Asst. Statistics Clerk	Oct. 24*
Asst. U. I. Reviewing Examiner	Oct.
Associate Employment Analyst	Oct.
Associate Tax Collector	Oct.
Senior Account Clerk (Upstate)	Sept. 19
Senior Employment Analyst	Oct.
Senior Examiner of Methods & Procedures	Sept. 19*
Senior File Clerk	Sept.
Senior Office Appliance Operator	Sept.
Senior Statistics Clerk	Oct. 24*
Senior U. I. Reviewing Examiner	Oct.

Still Time to Take State Course

ALBANY—Registration will continue this week through Thursday, September 10, for state workers who wish to take courses being offered here at Siena College in a new venture to fit civil workers for better jobs.

Employees who satisfactorily complete the courses they take will be given Regents Public Service Training Certificates by the Bureau of Public Service Training.

Courses presently offered, providing for two hours each week for 15 weeks, and the class room periods are: effective writing, Mondays; effective speaking, Tuesdays; personnel administration, Mondays; staff supervision, Wednesdays; State government, Tuesdays, and bacteriology, Wednesdays.

Members of the Association of State Civil Service Employees, which is sponsoring the venture, pay \$14 for each course, while non-members pay \$16.

Mrs. Eugenia McLaughlin, Chief of the Division of Examinations, State Civil Service Department, is arranging to handle the registration from 12 noon to 2:00 on September 8, 9 and 10.

Don't waste anything, for that means wasted money. Wasted money is wasted lives in wartime. Every dollar you can save should go toward War Bonds to help your State meet its quota.

Employees Win 100% Bond Award

ALBANY.—Distribution of the first "100 percent" certificates to be awarded to State bureaus, divisions and departments, whose employees are 100 percent enrolled in the "buy war bonds" drive, were made last week by Francis J. Burns, deputy of the Audit and Control Department which has charge of the campaign. As fast as State Comptroller O'Leary's records show that all employees are authorizing continuous payroll deductions for war bonds, certificates will be awarded to other units in the State Government.

Award certificates, made at a public function, went to Health Commissioner Edward S. Godfrey, Jr., for employees of the Reconstruction Home, Haverstraw; and to Joseph Byrne, deputy of Mental Hygiene, for these hygiene units: Rochester and Binghamton area offices; and the bureaus

Bennett Rules on Leave for War Work

ALBANY—Attorney General John J. Bennett, Jr., this week informed Francis M. Glynn, secretary of the New York State Bridge Authority, that the Military Law, Section 245, does not apply to public employees engaging in war industries.

The attorney general held that leaves of absence for such purposes are entirely a matter of discretion with the appointing officers and must have the budget director's approval. An inquiry had been made concerning an exempt laborer carried on a payroll in a temporary status. The laborer had taken employment in a munitions factory at a larger salary, and requested a leave of absence.

of personnel and training; proceedings and systems; medical and adult care, and research and statistics.

Keep 'em Flying

---and keep on smoking

THEY'RE UNION MADE

... KEEP ON BUYING WAR BONDS AND STAMPS ...

WHAT MAKES RUPPERT TASTE JUST RIGHT?

LISTEN, MAN, IT'S MELLOW LIGHT*

RUPPERT ALE

*MELLOW LIGHT—the truly satisfying Ruppert flavor made possible by 75 years' experience in the fine art of brewing—the use of choicest ingredients plus storage facilities large enough to insure proper aging and uniformity. You couldn't ask for better ale.

Be smart—say: MAKE MINE RUPPERT.

SAVE METAL FOR UNCLE SAM

... AND SAVE MONEY, TOO

Every time you buy mellow light Ruppert in the big "Victory" Quart Size you save vital war metal. And you get 32 grand-tasting ounces of mellow light beer, enough to fill four big glasses, for less money. And, it's easier to carry—easier to store in your ice box—easier to serve.

Buy the RUPPERT "VICTORY" QUART

Copyright 1942 by JACOB RUPPERT, Brewery, New York City

Civil Service LEADER

Independent Weekly of Civil Service and War Job News

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

Copyright, 1942, by Civil Service Publications, Inc. Terry Finkelstein, *Publisher*; Maxwell Lehman, *Executive Editor*; David Robinson, *Art Director*; N. H. Mager, *Business Manager*.

—Subscription Rates—

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

Advertising Rates on Application

MEMBER AUDIT BUREAU OF CIRCULATIONS

Tuesday, September 8, 1942

Leave of Absence

ONE of the sore points which has been bothering NYC employees is that they can't get a leave of absence from their jobs to go into war work. The LEADER has opposed the policy of department heads who won't permit leaves: our attitude is this: if a man is needed in the war effort, he should be permitted to go, and not forced to resign.

We're glad to see that the Board of Water Supply has taken a realistic affirmative action in this matter. Seven employees had resigned their positions in order to accept temporary war jobs. The BWS has asked the Civil Service Commission to change the records of these men so that they are now considered as being on leave of absence; and when their present war jobs are over, their former positions in the city service will be waiting for them.

This may indicate a change in the City's policy with respect to leaves. We hope so.

\$1,200 Minimum

COUNCILMAN NINFO plans to introduce a measure into the City Council calling for a \$1,200 salary minimum to New York City employees. The \$1,200 figure as a minimum has been talked about for years. This year is as good a time as any to do something about it. The Federal Government has recently established a \$1,200 minimum for custodial workers. Elsewhere in the United States salaries of employees have been gradually going up (see story on page 2.) But in New York City the trend has been in the other direction.

Now, it so happens that New York has a lot of workers receiving far below the minimum—hospital helpers and grade 1 clerks among them. These men and women can hardly be expected to make ends meet on their present salaries. \$1,200 isn't too much to ask for them—and it may help prevent the tremendous personnel turnover in these lower categories, which doesn't help the City any.

We'd like to see a \$1,200 minimum go into effect. We don't think the City is too poor to pay it.

letters

The LEADER invites all readers to write in upon any Civil Service subject. Letters receive the careful attention of the editors. Those of general interest will be printed. Letters which appear in these columns may be answered by readers with other points of view. All letters should be signed, but names will be kept confidential if requested.

About An Item

In 'Don't Repeat This'

Sir: In your Sept. 1 edition, "Don't Repeat This" column, there is this remark: "Purchase Commissioner Pleydell is in for a fight from some of his employees."

I don't know who you had in mind when you printed this item, but it certainly doesn't add to good will between the Commissioner and his employees because it casts suspicion on everybody. There are always factions in an office—in addition to the administration—who are ready to make the most of such items.

SYLVIA HARRISON.
Our remark is a report, not a supposition.—Ed.

Less Protection

For Soldier's Family?

Sirs: I have sent this letter to Congressman Ramspeck:

"I am a Civil Service employee, having been employed by the government for the past six years. Since I have just been inducted into the armed forces the thought occurred to me that the family of a Civil Service employee is given less protection than the family of

a private employee, covered by the Social Security Act.

"I understand that if a Civil Service employee is killed in action, his wife, or beneficiary would be the recipient only of the amount accrued in the retirement fund for that employee, plus interest. On the other hand, if a private employee, in the armed services is killed in action, his dependent survivors are entitled to monthly benefits—a protection for life!

"In my case, I have a wife who would be left without protection in the event I am killed in action even though I pay five per cent of my salary toward the retirement fund, while in comparison a private employee only pays one per cent, but his wife would be entitled to monthly benefits for life! Legislation on behalf of Civil Service employees to remedy this injustice would be greatly appreciated by the thousands of Civil Service employees and their families."

B. MERESMAN.

Thinks Vets Better Guards Than Gals

Sirs: I am a World War veteran trying to get a position and have filled out a number of applications at 641 Washington Street. I have made inquiries as to why I am not called for a position but

Don't

Repeat This!



Good Work

Orchids to Miss Emerson, administrator in that Harlem Welfare office where undemocratic slogans appeared next to the names of staff members, carefully decorating the walls of the gent's room. Miss Emerson asked Central Office could she call a staff meeting. "Yes," said CO. She gave the staff a lesson on the meaning of democracy which none of them will soon forget... The U. S. Civil Service Commission will begin looking for women to drive light trucks... Is it true that five examiners in the NYC Civil Service Commission have their wives working in the same department as provisionals?... Last Thursday, when the heat reached better than 90, all Civil Service Commission employees knocked off at 4—except the provisionals, who worked till 5... How come the Commission grants a leave of absence to one of its super-intellectual examiners to teach in City College, but refuses a leave of absence to a grade one clerk who wants to accept a job of vital importance to the war effort.

Aristocrat

Commissioner Morton of the Sanitation Department gets peeved when people call him an aristocrat, "just because I went to Princeton." Morton insists he's a labor man... Incidentally he's bound to secrecy about his recent trip to Mexico for the Government... Harry Langdon made seven broadcasts last week for the city... Proportion of Sanitation men in armed forces exceeds that of all other departments... Watch for a proposal to cut jobs and salaries of city bigwigs.

Merit Men



GEORGE TORRE is a chunky, dynamic little guy who has a passion for getting things done.

The now-famous Sanitation baseball team (reputed to be the best of its kind anywhere) was organized way back by Torre. He liked to play baseball. So he went around to the clerks in the department, asking them would they please come out for a game after work. They did. And the big money started rolling right in, when they played a benefit game with the Bronx Elks, and contributed the proceeds to charity. Every self-respecting baseball team needs uniforms. So the boys ran a party, to raise money for uniforms. Those were the days, sighs Torre, as he thinks of the \$100,000 gate which a Sanitation baseball game brings today.

Looks Like Butch

George is a grade 3 clerk in the Sanitation Department—but he looks unlike anyone's conception of a clerk. In fact, you might say there's a slight resemblance to LaGuardia, who certainly doesn't look like a clerk either. Right now, Torre is one of the

men handling the books in the Division of Finance and Supply, under amiable Harry Langdon. He came into the department 17 years ago, because he liked the idea of civil service and working for the City. He had studied law, but working for the Government appealed to him better. So he quit St. John's Law School (he had also gone to Fordham), and took a job for the City as a grade 1 clerk.

He's currently president of the Association of Competitive Employees in the department, which takes in all categories except members of the uniformed forces. So Torre notes on his membership lists the names of blacksmiths, doctors, nurses, welders, machinists, elevator operators, clerks, messenger, auto enginemen, and about 15 other titles. Elected to his first term in office by a slim one-vote margin, he made it the second time by unanimous vote of his membership.

Some of the things Torre is for: A 15 percent salary-increase for City employees to meet the higher cost of living.

A pay differential for all City employees entering the armed forces.

Pension payments of employees in the armed forces to be paid by the City.

Fought Loan-Sharks

Torre has long crusaded against the loan-shark menace to which many of the Sanitation employees succumbed. He was instrumental in establishing a system of long-term over-all loans for employees deep in the morass of debt.

And his interest in the financial aspect of things is indicated by his endeavor to have Congress pass a bill relieving citizens of obligation if they sign a note as co-maker and the maker goes off to the wars. "As things stand now," says Torre, "the co-maker is left holding the bag. Which isn't fair."

Torre has two brothers in the Army, and he wouldn't be surprised if he's next to go. A bachelor at 37, it's hit him at last. Don't tell anybody, but we learn from our secret operatives that George Torre is in love.

QUESTION, PLEASE

Needn't Take Jobs As Provisional

W.D.S.: Candidates who took the recent NYC conductor exam are not compelled to accept provisional appointments offered them by the Board of Transportation in various titles. The refusal or the acceptance of these provisional appointments will in no way affect the candidate's standing on the list or his future chances for appointment. When the conductor list is promulgated by the Civil Service Commission, the provisionals will be replaced by eligibles on the conductor list, in the order of their standing on the list.

List Lasts 4 Years

M. M.: Eligible lists established by the Municipal Civil Service Commission usually last for a period of four years. The Commission has the right to terminate a list after it has been in existence for one year, although this is seldom done.

The new patrolman list to be established as a result of the examination just concluded will last for a period of four years unless all the eligibles are reached for appointment before the four year limit is up.

Merchant Marine Is Private Job

F. R. O.: The merchant marine is private employment. You will not be given a military leave of absence to accept a position in the merchant marine. You may resign your position in the Department of Sanitation, and apply for reinstatement within a period of one year after the date of your resignation. However, it

will be up to the discretion of the Commissioner of the Department to rehire you.

Accepting Permanent Appointment

L.Z.: If you have accepted an appropriate appointment from the fireman list, your name was removed from the list for a period of one year from the date of your appointment. Whether you continue in your present job or resign will not affect your standing. Your name will not be restored to the list until the period of one year is up, measured from the date of your appropriate appointment, has expired.

U. S. Jobs Without Test Announcements

S.A.: Yes, the Federal Civil Service Commission frequently hires persons "on the spot" without issuing regular examination announcements. The reason for this, as one official explained it, is "the war won't wait." War agencies need people fast. If you happen to be at the Federal Building, 641 Washington Street, NYC., when a person of your background is needed, your chances of a job are good.

No Special Tests Now

M.U.: The Municipal Civil Service Commission does not intend to hold special physical examinations until the war is over for those patrolman candidates who passed the mental test but were drafted before they could appear for their physical tests. Soldiers and sailors who obtain furloughs cannot expect to be given special physical tests during their furloughs. Chief reason for this is the inordinate expense involved in assembling the equipment, an examining staff, and a special place to hold these patrolman physical tests.

WAR JOB NEWS

A SPECIAL SECTION OF THE CIVIL SERVICE LEADER

United States Offers Training in Many Fields of War Work to Men and Women

The extensive arm of the United States Office of Education, which regularly reaches out and grasps the pick of students throughout the country, rushing them into the war effort, is ready for the Fall season with another impressive program.

Spreading its courses through Brooklyn College, C. C. N. Y., Columbia, Cooper Union, Hofstra, Hunter, L. I. U., Manhattan,

N. Y. U., Pratt, Vassar, Brooklyn Polytechnic Institute and the Defense Training Institute in the metropolitan area, the U. S. Office of Education has become known for its Engineering, Science and Management Defense Training.

Currently, one of its biggest bets is a course in the fundamentals of radio. Through its auspices, colleges and universities in this area are offering this

course—at the same time assisting the signal office of the Second Service Command at Governor's Island in the training of necessary personnel for the Signal Corps.

Those colleges and universities offering the course in radio fundamentals are Brooklyn College, City College of New York, Hofstra, Hunter, Long Island University, Manhattan, Pratt, Vassar and New York University.

The course is not to exceed eight months; classes meet three nights weekly from 7 to 10 p. m.

Requirements

Other requirements: applicants must be high school graduates, with two years of high school mathematics and one year of physics. They must be citizens, 18 to 45 and physically fit.

For starting dates of courses, address a letter to the regional adviser's office at 342 Madison Avenue, (Room 726), Manhattan, or write to the Signal Corps Office (Room 1220), at 165 Broadway, Manhattan. Applications for the courses may be obtained by writing to the colleges or universities, or applying directly to the Signal Corps Office at 165 Broadway (Room 1220).

Advanced Course

Columbia University is offering an ultra high frequency techniques course for October to satisfy the need of all branches of the armed services in personnel trained in fundamentals of wire and radio communication and in electronics. The need for effective communication, detection and range finding has created a terrific demand for men of this type and research laboratories, both governmental and industrial, are calling for them. In addition, war industries are calling for men with such skill to produce equipment used by the Army and Navy.

There's also a huge need for teaching personnel to be trained in this field in order that training and facilities may be expanded rapidly to meet the vital needs of various groups.

A college degree in electrical engineering or physics is required of applicants.

To apply, address communications to A. Dexter Hinckley, Room 313, Engineering Building, Columbia University, 116th Street and Broadway, Manhattan.

For Women

Another course set at Columbia is the metallographic laboratory practice curriculum for pre-employment training for women.

Starting September 14, the course is to last 12 weeks, two nights a week from 7 to 10 p. m., either Monday and Wednesday, or Tuesday and Thursday. Interviews are to be given September 8, 9 and 10, from 6:30 p. m. to 8:30 p. m., Room 306, Mines Building, between 116th and 117th Streets, at Broadway, South of Earl Hall, Columbia University. Information may be had in Room 313, Engineering Building.

Prerequisites: preferably women with some academic training in chemistry and physics or equivalent experience in those fields. The course consists of the study of the structure of metals. The objective is to train women for work in metal industries, where there is a shortage of personnel in this type of work.

Other courses set at Columbia are production and testing of powder and explosives and transportation control.

Optical Work

A night course is set over at Manhattan College, starting September 8, in optical production. Applicants may write to the college, addressing their letters to C. J. Velz, institutional representative. They must be high school graduates and presently employed in the optical industry. Moreover, they must be recommended by their employer for this in-service course lasting six weeks (two

nights a week from 7:30 to 10:30 p. m.).

Production Inspection

New York University's College of Engineering is ready to begin the training of women in production inspection methods in a tuition-free, daytime course.

The course will be given at the uptown campus center of the university at 181st Street and University Avenue, the Bronx, and enrollment in the course will be limited solely to women. Applicants for the course, which will be held 9 a. m. to 5 p. m. on Mondays through Fridays for five weeks, must be high school graduates with not less than two years of mathematics and one year of science.

The course will include studies in shop mathematics, blueprint reading, manufacturing processes, and inspection methods. It will be taught by regular staff members of the college. The laboratories and shops of the college will be utilized for the training.

The laboratory work in inspection methods will consist of checking and inspecting machine parts which have been made to close tolerances by means of fixed production gages, direct measuring instruments, comparators, special surface-plate set-ups, and other methods.

Additional information relative to starting dates and course content as well as applications may be obtained by writing to the War Training Office, College of Engineering, New York University,

University Heights, Manhattan.

Pratt Institute, in Brooklyn, has an elaborate Fall program set for October.

Other Courses

The United States Office of Education is still sponsoring the following courses of college level at Brooklyn College, Brooklyn Poly., C. C. N. Y., Columbia, Hofstra, Hunter, L. I. U., Manhattan, N. Y. U. and Pratt: airfield engineering, army sanitation, marine drafting, topographic map drafting, applied chemical analysis, tool and die drafting, technical elements of welding, industrial accounting, statistical methods in business, industry; elementary statistical methods, field surveying, textile chemistry, production and testing of optical equipment, general acoustics, electronics, aircraft jig and fixture design, metallurgy, tool, die design, transportation control, optical instruments, inspectorship, advanced mathematics, industrial safety and production supervision.

Requirements are high school graduation or engineering degrees and science degrees. Preference will be given to those already employed or with good prospects of employment in war industries. There's an 18-year age minimum. The course lasts 30 weeks, 30 hours, plus time for home assignments.

Apply by writing Albert B. Newman, regional adviser, at the U. S. Office of Education at 342 Madison Avenue, Manhattan.

Wartime Opportunities For Women Workers

There are lots of opportunities open to women these days. Here's a roundup of some of them. For most of these jobs, if you can meet the requirements, you'll be able to start work or training almost immediately.

The positions are all on the files of the United States Employment Service. If you go to the Metal Trades Division of the USSES, at 87 Madison Avenue, you'll find these openings:

Girls wanted with some mechanical experience who can be trained as drill press operators, turret lathe operators, light assembly workers, inspection workers. Must be unusually alert and intelligent. They'll be taken directly into various plants and given several weeks' training.

General assembly workers—no particular requirements.

Foot-press operators and power-press operators. Some experience desirable.

Solderers and polishers. Lots of girls are needed for small-part electrical assembly. Must be under 30, of more than average intelligence. Some high school preferred. If you have no experience, there is a possibility they'll train you. Here's an odd thing: all girls on this work must be right-handed. Pay is good.

Workers on radio tools, incandescent bulbs and electric lights. In the Jewelry Department (same address) they have openings for girls to assemble beads. Some experience will be helpful.

In the Food and Chemical section (still at 87 Madison Avenue) that want hand candy dipper. Quite a shortage here.

In the Paper and Glass section (also 87 Madison Avenue) there are openings for greeting card workers, feather workers, and women who know how to make artificial flowers.

Over at the Commercial, Professional and Technical section of the USSES, 10 East 40th Street, they can find you a spot if you're a really good office secretary or all-around bookkeeper. But good!

They'll take you on, too, if you're an accountant, chemist or "production operator" with college degree.

The Technical section says there are openings for women mechanical draftsman, and a woman engineer will be grabbed up.

There's an office at 40 East 59th Street, known as the Hotel and Service Office of the Employment Service. They say there's a great shortage of hospital workers—registered nurses, practical nurses, porters, chambermaids, bus girls, waitresses, attendants, helpers. So, if you'd care to get into hospital work, hie yourself up there immediately.

Prepare for a Career In Radio; Here's How

Men and women who want to prepare for a career in radio have their choice of five New York City schools for a variety of courses that will place them behind telegraph keys in radio service stations, working for communications lines and air lines, and if they wish—in the Signal Corps of the United States Army.

Each school has its own specialty, and a variety of equipment that goes with it. The biggest demand at the present time is made by the United States Signal Corps, which needs as many men as it can get, and has a batch of schools of its own to train enlisted men. So great is the Army's need, that it is allowing men in 1-A to enlist in the Signal Corps, if they meet certain requirements, and they can take these courses for eight months while they remain on reserve status.

Courses Last 8 Months

Most courses last for eight months, with sessions four hours a night five nights a week. Technically this is a 480-hour course. Some courses, however, are as little as 300 hours.

Biggest, best and most expensive course is given by RCA Institute, where the schedule calls for two years of study, and involves everything from A to Z in communications.

At Melville Aeronautical Institute the curriculum includes learning code, servicing sets, a substantial amount of electrical theory, work on teletype machines, radio telephones and high frequency equipment. They are preparing young men for airline work, and several air lines have sent companies of students for training before going abroad to stations in the South Atlantic and Africa.

Radio Television Institute gives a similar course, with the emphasis on television apparatus, and high frequency receiving.

American Radio Institute, which for years turned out amateur radio licenses, specializes in code work.

YMCA gives a short course, but its equipment does not match that at Melville and Radio Television Institute. Its course includes code training, servicing and theory.

Other courses are given at Chamberlin Technical School,

What's Open in U.S. Clerical Fields?

There are plenty of openings in the clerical field for young men and women—and older ones, too—who want to apply themselves to study right now.

Here are the particulars about Federal jobs now open:

Calculating Machine Operator, junior (\$1,440). Must know how to operate machine.

Multigraph Operator, junior (\$1,440). At least six months' experience on the machine.

Tabulating Equipment Operator (\$1,620 to \$2,000). Six months, full time, paid experience on electric tabulating machine, three months of actual experience wiring plugboards.

Alphabetic Card-Funch Operator (\$1,260). Sixty hours of systematic training or two months' experience on the machine.

Addressograph Operator (\$1,260 to \$1,440). One month's experience on a motor driven addressograph machine.

Blueprint Operator (\$1,260 to \$1,440). Three months' paid experience on automatic blueprint machine.

Photostat Operator (\$1,260 and \$1,440). Three months' paid experience in photostat work.

Freight Rate Clerk (Land Grant, \$2,600). Actual freight experience.

Passenger Rate Clerk (Land Grant, \$2,600). Actual rate experience as well as freighting.

Freight Rate Clerk (\$2,300). Actual freight experience.

Passenger Rate Clerk (\$2,300). Actual rate experience.

Graphotype Operator (\$1,260). Three months, full time, paid experience operating the machine.

Horizontal Sorting Machine Operator (\$1,260). Three months' paid experience operating the machine.

Mimeograph Operator (\$1,260). Three months' experience or 50 hours instruction on electrical automatic feed machine.

Multilith Cameraman and Plate-

maker (\$1,620). Two years' experience in multilith work.

Multilith Press Operator (\$1,440). Six months' experience on multilith press.

Stenographer, junior (\$1,440). Knowledge of stenography.

Typist, junior (\$1,260). Knowledge of typing.

Tabulating Machine Operator (\$1,200 and \$1,440). Two months' paid experience on electric tabulating machine or ten hours instruction on same machine.

You can obtain full information about these occupations at the office of the Federal Civil Service Commission, 641 Washington Street, New York City.

Industry Looking For Welders

Industry today more than ever before is looking for aircraft and marine arc welders, machine tool operators and assembly line workers, according to Daniel D. Miller, general manager of Citizens Prep School, Manhattan.

"I've never seen anything like it," Mr. Miller told The LEADER. "Take today; I got 15 calls for welders alone. There are more jobs than there are people who want to take the courses to provide them with the training to fill those jobs." He pointed out that persons "alert to the times will enroll immediately for these technical courses if they have the time and aptitude."



Career Training Schools in the New York Area

Academic Preparation
Brooklyn Academy, Montague and Henry Sts., Bklyn. MA. 4-4957.
Boro Hall Acad., DeKalb and Flatbush Ext., MA. 4-8558.
Eron School, 853 Bway. AL. 4-4882.

Accountant
(C.C.N.Y., Columbia, Fordham, Hunter, L.I.U., N.Y.U., Manhattan, St. John's). See also Commercial schools listed under Stenography and Typewriting.
Latin American Institute, 11 W 42 St. LA. 4-2835.
Pace Institute, 225 Bway. BA. 7-8200.

Aeronautics
(See Engineering)
Acad. of Aeronautics, LaGuardia Field, North Beach, L. I.

Agriculture
(Columbia, Rutgers)

Newtown H. S., Chicago Ave., Elm.—Free.
State Institute of Applied Agrl., Farmingdale, L. I. (2 years, \$21 per year.)

Air Conditioning and Refrigeration Mechanic
(Columbia, N.Y.U.)
Delehanty Institute, 115 E 15th St. ST. 9-6900.
Herkimer Inst. of Mechanical Trades, 1819 Bway. Day or Eve.—\$135.
N. Y. Technical Institute, 108 5th Ave. CH. 4-6330. Day and Eve.—\$135.
N. Y. Trade School, 312 E 67th St. RE. 4-1987-430.
Pratt Institute, 195 Grand Ave. ST. 3-8277. Eve.—\$25.
Technicians Instl., 244 W 14 St. WA. 9-8220.
Y.M.C.A., Bklyn., 1115 Bedford Ave., MA. 2-1100. Day or Eve.—\$90.

Delehanty Institute, 11 E 16 St. ST. 9-6900.
Drake Business School, 154 Nassau St. BE. 3-4840.
Interboro Inst., 152 W 52 St. Lighting Computing School, 9 E 42 St.
N. Y. Business School, 11 W 42 St. WI. 7-9757.
Speed Secretarial School, 20 Vesey St. WO. 2-5203.
Univ. of Bklyn.—Elliott Fisher School, 1 Park Ave.
Washington Business School, 130 W 42 St. WI. 7-8811.
YWCA Trade School, 170 W 137 St.

Candy Making
Candy and Cake Institute, 68 W 52 St. EL. 5-2758.

Card Punch Operator
Accounting Machines Ins., 221 W 57th St.
Delehanty Institute, 115 E 15 St. N. Y. Business School, 11 W 42 St. WI. 7-9757.

N. Y. Technical Inst., 108 5 Ave. CH. 2-6330.
Pratt Institute, DeKalb Ave. and Ryerson St., Bklyn. Eves., \$46 a year.
School of Structural Design, 147 W 42 St.
YMCA, 1115 Bedford Ave., Bklyn. SU. 7-4400.

Electrician
N. Y. Electrical School, 88 W 17 St. CH. 3-2630.
N. Y. Tech. Institute, 108 Fifth Ave. CH. 2-6330.
N. Y. Trades, 312 East 67 St. RE. 4-1987.
N. Y. YMCA, 5 W 63 St.

Electrochemistry and Metallurgy
Institute of Electrochemistry & Metallurgy, 59 E 4 St. OR. 4-1778.

Electrolysis
Electrolysis School of N. Y., 1451 Bway. WI. 7-0943.
Hoffman Electrolysis Institute, 109 W 42 St. MU. 2-7404.
Kree School, 9 E 41 St. MU. 2-7494.
YMCA, 1115 Bedford Ave., Bklyn. MA. 2-1100.

Glass Blowing and Bending
Egan Glass & Neon Institute, 57 E 125 St. LE. 4-3860

Government Exams (Flying Cadet, etc.)
Delehanty Institute, 115 W 15 St. ST. 9-6900.
Drake Schl., 154 Nassau St. BE. 3-4840
Dwight Schl., 72 Park Ave. CA. 5-5341
Mondell Institute, 230 W 41 St. WI. 7-2086.
School of Ten, 113 W 57 St. CI. 6-8858.

Home Study
American School, 130 W. 42 St. (High School, Drafting.)
Citizens Prep. Institute, 830 Broad St., Newark, N. J. (Civil Service.)
Franklin Institute, 130 W 42 St. WI. 7-5717. (Civil Service.)

Interpreter and Translator
Automen Language Method, 152 W 42 St.
Barbizon Schol of Language, 20 E 57 St. EL. 5-2783.
Downtown School of Spanish, 74 Trinity Pl.
Drake Business School, 154 Nassau St. Fisher's School of Language, 104 W 40 St. PE. 6-6377.
Interboro Institute, 152 W 42 St. WI. 7-3535.
Language Service Center, 18 E 41 St. LE. 2-8838.
Latin-Amer. Inst., 11 W 42 St., LA. 4-2835.
Poza Institute, 1133 Bway. CH. 2-5470. Spanish.

WELDING

CAN YOU SPARE 35 HOURS GETTING READY FOR GOOD PAY WAR JOBS?

Read the Help Wanted cols, and see all the jobs open to Chippers and Calkers! It takes only 35 hours training under expert supervision to qualify for these jobs at good pay. Also—all phases of Electric Welding. Short course, 3 to 8 weeks. Low tuition. Easy terms.

THE ONLY STATE LICENSED WELDING SCHOOL IN NEW YORK TEACHING SHIP CHIPPING AND CAULKING

Highest Employment Record! Inquire TODAY for Your Reservation

BEDFORD WELDING SCHOOL

Oldest State-Licensed Welding School in the Bronx

788 Southern Blvd., Bronx, N. Y. DAYTON 3-6157

Airplane Mechanic
(Also given at various high schools.)
Aviation Inst. of Technology, 36-01 35 Ave., L.I. City, 1775 Bway. (Room 840). RA. 8-7400.
Citizens Prep., 9 W 61 St., N.Y.C. Delehanty Institute, 11 E 16 St. ST. 9-6900.
Eastern School of Aircraft Instruments, 100 W 42 St. WI. 7-5474.
Boorum Bld., Jersey City. BE. 4-2250.
N. Y. Institute of Mechanics, 248 W 55 St. CI. 7-5180.
N. Y. School of Aircraft Instruments, 1809 Broadway. CI. 6-0345.
N. Y. Tech Institute, 108 Fifth Ave. CH. 4-6330.
Stewart Technical School, 253 W 64 St. EN. 2-3600.
Stinson School of Aviation, 21-27 44th Ave., L. I. City. ST. 4-8335.
Technicians Institute, 244 W 14 St. WA. 9-8220.
United Institute of Aeronautics, 1834 Broadway. CI. 6-2423.
Y.M.C.A., 1115 Bedford Ave., Bklyn. MA. 2-1100.

Architect
(Columbia, N.Y.U.)
Cooper Union, Cooper Sq. AL. 4-6200. Day and Eve., 1 to 3 years—Free.
Federation Technical School, 116 E 16 St. BE. 3-0441. Day and Eve.—\$12 to \$21 per term.
Pratt Institute, DeKalb Ave. and Ryerson St., Bklyn. MA. 2-2200—\$290 per year.

Auditor (Banks)
(See also Accountant)
American Inst. of Banking, 233 Bway.

Automobile Mechanic
(Also given at various high schools.)
Bklyn. YMCA, 1115 Bedford Ave., Bklyn. MA. 2-1100.
N. Y. Electrical Trade School, 37 W 17 St. CH. 3-2323.
N. Y. Tech. Inst., Inc., 108 5 Ave. CH. 4-6330. Day or Eve.—\$110.
N. Y. Trade School, 312 E 67 St. RE. 4-1987. Eve.—\$35.
State Inst. of Agriculture, Farmingdale.
YMCA, 1115 Bedford Ave., Bklyn. MA. 2-1100. Day and Eve.—\$125.
YMCA Schools, 5 W 63 St. SU. 7-1490. Day, 14 wks; Eve., 40 wks.—\$125.

Carpenter
(Also given at various high schools.)
Greenwich House Workshop, 16 Jones St. Day—Free.
N. Y. Trades School, 312 E 67 St. RE. 4-1987.

Civil Service
Career Service School (State, County & Municipal Workers of America, C.I.O. Union), 3 Beckman St.
Columbian Institute (formerly Schwartz-Caddell School), 154 Nassau St.
Delehanty Institute, 115 E. 15th St. ST. 9-6900; 90-14 Sutphin Blvd., Jamaica, L. I.
Drake Business Schools, 154 Nassau St.
McGannon Schol, 976 Third Ave. (59 St.), Jamaica Branch, 147-12 Archer Ave. (nr. Sutphin Blvd).
Mondell Institute, 230 W 41 St.
Rand Educational Institute, 7 E 15 St.
Schwartz School, 4 Ave. and 14 St.

Commercial Art
(Columbia, N.Y.U.)
Academy of Allied Arts, 349 W 86 St. SC. 4-1216.
American Artists School, 133 E 58 St. VO. 5-1926.
Cavanaugh School, 19 W. 44 St. MU. 2-6246.
Cooper Union, Astor Pl and Cooper Sq. AL. 4-6300.
Grand Central School of Art, Grand Central Terminal Bld. MU. 9-5463.
Nat'l Academy, Amsterdam Ave., at 109th St. AC. 2-1219. Free.
N. Y. Trade Schol, 312 E 67 St. RE. 4-1987.
Pratt Institute, DeKalb Ave. and Ryerson St., Bklyn. MA. 2-2200.
Schol of Industrial Art, 257 W 40 St. CH. 4-2950.

Engineer
(C.C.N.Y., Columbia, Cooper Union, Manhattan, N.Y.A., Polytechnic Institute of Bklyn., Pratt Institute, Webb Institute of Naval Architecture & Marine Engineering.)
Bklyn. Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn. Eve.—Free.
(Steam and Structural Engineering)
Bklyn. Technical H. S., 29 Ft. Greene Pl., Bklyn. Day—Free. (Aeronautical, Electrical, Mechanical, Structural).
Drake High School, 200th St. and Grand Concourse, Bronx.
Federation Technical Schl., 116 E 16 St. Da & Eve.—Registration Fee \$3, \$9 a point (Aeronautical Chemical, Civil, Electrical, Marine, Mechanical).
N. Y. Merchant Marine School, 25 South St. BE. 3-2710. Day 6 mos., Eve. 12 mos.—Fee \$150.
N. Y. Merchant Marine Acad., Ft. Schuyler, Bronx (Marine).
Polytechnic Inst. of Bklyn., 99 Livingston St.
Pratt Institute, 195 Grand Ave., Day & Eve., 12 wks, 3 eves. per wk.—\$10-\$20. (Chemical, Electrical, Mechanical).
RCA Institute, 75 Varick St. Day & Eves. (Television, Radio, Electrical Communication).
Stevens Institute of Technology, Castle Point, Hoboken, N. J.
Stuyvesant Evening Trade School, 15 St. & 1st Ave.—Free. (Steam Engineering).
United Ins. of Aeronautics, 1834 Bway.
YMCA Bklyn Trade Schl., 1115 Bedford Ave., Bklyn. Day (YMCA members only.) Aeronautical, Mechanical).
YMCA Schools, 5 W 63 St. Day 32 wks, Eve 2 yrs.—Fee \$220; \$30 for equipment (Radio & Electrical Communications).
Drake Business School, 154 Nassau St.

Instrument Making
Eastern Aircraft Instrument Schl., 130 W 42 St. WI. 7-1390.
Metropolitan Tech, 260 W 41 St. LO. 5-2180.
N. Y. School of Aircraft Instruments, 1860 Bway. CI. 6-0345.

Insurance
(Columbia, N.Y.U.)
Knights of Columbus Schools, 316 W 57th St. CI. 7-1006. Eves.—\$45.
YMCA Schools, 5 W 63 St. Eves.—\$50.
YMCA, 55 Hanson Pl., Bklyn.—\$50.
(Continued on Page Eleven)

MACHINIST

TOOL AND DIE MAKING INSTRUMENT MAKING

Courses 3 to 12 Weeks • For Men & Women
Beginners - Advanced - Brush-Up
Expert Individual Instruction
Write or Call 9 A.M.—9:30 P.M.
We employ no solicitors

METROPOLITAN TECHNICAL SCHOOL

260 W. 41st Street, N. Y. C.
LONGACRE 3-2130
Licensed by State of New York

Bacteriologist
(See Laboratory Technician)

Baker
Culinary School of N. Y., 135 E 58 St. Twelve 3-hour sessions, Fee \$60.
Food Trades Voc. H. S., 208 W 13 St. Day—Free.
Houtman's Pastry School, 40-10 47 Ave., L. I. City. Day.

Banking
N. Y. Schol of Banking, 63 Park Row. RE. 2-4371.

Blue Print Worker
(See Drafting)

Bookbinder
Craft Students League, 745 16 Ave. Day and Eve, \$29 per semester.
Metropolitan Voc. H. S., 43 Oak St. Day—Free.

Bookkeeper
(See schools listed under Stenographer and Typist.)

Building Construction
N. Y. Structural Institute, 67 W 44 St. VA. 6-2834.

Business Machine Operator
Accounting Machines Inst., 221 W 57th St. CI. 5-6125.
Boro Hall Acad., 382 Flatbush Ave. Ext. MA. 4-8558.
Bklyn Bus. Machine School, 7 Lafayette Ave. ST. 3-7690.
Boroughs School for Operators, 219 4 Ave.
Central Business School, 100 W 42 St. BR. 9-7928.
Comptometer Co., 299 Bway. WO. 2-3263.

Comptometer Operator
Abbe Institute, 1057 Broadway, CO. 5-2832. 300 hours. Day and Eve.—\$75.
Accounting Machines Inst., 221 W 57 St. CI. 5-6125.
Boro Hall Academy, 382 Flatbush Ave. Ext. Bklyn. Day or Eve.—\$50.
Brown's Business College, 7 Lafayette Ave., Bklyn. NE. 8-2941. Day, \$20 month; Eve. \$8 a month.
Central Business School, 100 W 25 St. BR. 9-7928. \$35.
Comptometer School, 299 Bway. Day and Eve.—\$60.
Delehanty Institute, 120 W 42 St. ST. 9-6900. Day and Eve.
Drake Business School, 154 Nassau St. Heffley Schol, Hanson Pl., Bklyn. Day, \$16 a mo.; Eve., \$8 a month.
Heffley-Queensboro Schol, 852 Cypress Ave., Bklyn. ST. 3-5210. Day and Eve.
Interboro Inst., 152 W 42 St. LO. 5-8735. Day, \$20 a mo.; Eve., \$10 mo.
Lighting Computing School, 9 E 42 St.
Midtown Calculating Co., 10 E 40 St. LE. 2-4453.
Pratt Secretarial School, 400 Madison Ave. EL. 5-2234. Day, \$25 a mo.; Eve., \$10 a month.
Rhodes Schol, 1071 E Ave. LO. 5-3504. Day, \$22 a mo.; Eve., \$8 a month.
Speed Secretarial Schl, 20 Vesey St. WO. 2-5293.
YWCA Trade School, 170 W 137 St. AU. 3-2777. (Colored.) Day, \$5 a mo.; Eve, \$4 a month.

Corseteer
Greenwood School, 55 W 42 St. CH. 4-6979.

Court Reporter
Pace Institute, 225 Bway. BA. 7-8200.

Dental Assistant
Central Commercial H. S., 214 E 42 St. Day—Free.
Manhattan Dental Assistants School, 60 E 42 St. MU. 2-6234. Day, 1 mo., \$75; 3 mos., \$125; Eve., 10 wks., \$160.
Dental Assistants Training Institute, 1 W 31 St. LO. 5-2140. Day, 12 wks., \$150; Eve. 17 wks., \$75.

Diesel Engine Mechanic
Delehanty Institute, 11 E 16 St. ST. 9-6900. Day, \$265; Eve., \$215.
Hempill, 31-14 Queens Blvd., L. I. City. ST. 4-4791.
Mechanical Industries Tech Schol, 31-09 Queens Blvd. (Office 122 E 42 St.) ST. 4-4791.
Pratt Institute, 195 Grand Ave. Eve. \$10 to \$25.
Stewart Technical School, 253 W 64 St. Day, 5 mos., Eve., 12 mos. \$100.
YMCA, 1115 Bedford Ave., Bklyn. Day and Eve.

SHORTHAND and TYPING IN 6 WEEKS

by famous "No Sign, No Symbol" System

Speedwriting

TRADE MARK, REG. U.S. PAT. OFF.

120 w.p.m.—EASY, even for adults. Inexpensive. Exceptional placement record for business & civil service. Class or Home Study. Nationally Used. Taught at High Schools & Colleges. Day or eve. courses. Come in for free demonstration. 20th Year.

SCHOOL OF SPEEDWRITING

274 Madison Avenue (40th) Ashland 4-7200

ELECTRIC & GAS WELDING and BURNING

Practical—Individualized training. Latest equipment. Day or Evening. Payments arranged. Call or write for FREE BOOKLET "CS"

DUNN'S WELDING SCHOOL

1153 Atlantic Ave. (Cor. Bedford Ave.) Brooklyn, N. Y.

LICENSED BY STATE OF N. Y.

PRECISION LENS GRINDING

Learn Lens Grinding for optical instruments (spectacles, range finders, gun-sights, cameras, telescopes). Prepare for employment in Civil Service, Aviation and War Industries. Day or Eve. PLACEMENT SERVICE. Request Catalog 44

BECOME AN OPTICIAN

War effort has increased demand for Opticians (MEN and WOMEN). Graduates qualify for immediate employment. Drafting may prepare to qualify for "Army Optical Units". Short Courses. Day or Eve. Request Catalog 44

SCHOOL OF OPTICS 182 HENRY ST. BROOKLYN, NEW YORK

Corseteer
Greenwood School, 55 W 42 St. CH. 4-6979.

Court Reporter
Pace Institute, 225 Bway. BA. 7-8200.

Dental Assistant
Central Commercial H. S., 214 E 42 St. Day—Free.
Manhattan Dental Assistants School, 60 E 42 St. MU. 2-6234. Day, 1 mo., \$75; 3 mos., \$125; Eve., 10 wks., \$160.
Dental Assistants Training Institute, 1 W 31 St. LO. 5-2140. Day, 12 wks., \$150; Eve. 17 wks., \$75.

Diesel Engine Mechanic
Delehanty Institute, 11 E 16 St. ST. 9-6900. Day, \$265; Eve., \$215.
Hempill, 31-14 Queens Blvd., L. I. City. ST. 4-4791.
Mechanical Industries Tech Schol, 31-09 Queens Blvd. (Office 122 E 42 St.) ST. 4-4791.
Pratt Institute, 195 Grand Ave. Eve. \$10 to \$25.
Stewart Technical School, 253 W 64 St. Day, 5 mos., Eve., 12 mos. \$100.
YMCA, 1115 Bedford Ave., Bklyn. Day and Eve.

Foreign Service
Latin American Institute, 11 W 42 St. LA. 4-2835.

Garment Trades and Millinery
Allied Garment Inst., 79 5 Ave. AL. 4-0841.
Amer. Gentleman Desigining Schl., 452 5 Ave. LA. 4-8250.
Cyblek Cutting & Tailoriny Schl., 315 4 Ave. ST. 9-7960.
Empire Trade Schl., 162 W 34 St. CH. 4-5088.
Evergreen Dress Operator School, 103 Evergreen Ave., Bklyn.
Fashion Acad., 39 Rockefeller Pl. CI. 7-1514.
Grace Institute, 149 W 60 St. CO. 5-1472.
Greenwood School, 55 W 42 St. CH. 4-6930.
N. Y. Needle Trade School, 1 Union Sq. 4-6095.
McDowell School, 71 W 45 St. BR. 9-3085.
Poppenhuis Institute, 114-04 14 Rd., College Pt. FL. 9-1454.
Pratt Institute, DeKalb and Ryerson Aves., Bklyn. MA. 2-2200.
Simon Needle Trade School, 160 St. Nicholas Ave.
Traphagen School, 1680 Broadway. CO. 5-2077.
Unit Needle Trades School, 10 E 23 St. AL. 4-9455.
YWCA, 110 Lexington Ave. WI. 2-4500
YWCA, 179 W 137 St. AU. 3-2777 (Colored).

DIESEL TRAINING

PREPARES YOU FOR A CAREER AND SUCCESS

MEN NEEDED

operate, maintain & service Diesel engines. Qualify after short training for

BETTER JOBS

IN U. S. ARMY, NAVY, COAST GUARD, PRIVATE INDUSTRY. Demands constantly increasing in War Plants, Peacetime Industries, Shipbuilding, Transportation, etc.

OUR GRADUATES ARE EMPLOYED AT GOOD PAY Low fees. Pay as you learn. Free Placement Service

MECHANICAL INDUSTRIES

TECH Inst. School, 31-09 Queens Blvd. L. I. City Office: 122 E. 42d St., N.Y. LICENSED BY N. Y. STATE

RADIO COMMUNICATION COURSES

Study Radio Before Being Called to Active Service

Our Graduates are Now Actively Engaged as Radio Operators or Instructors in the

U. S. SIGNAL CORPS
U. S. AIR FORCES
U. S. NAVY
U. S. COAST GUARD

EIGHT MONTHS' TRAINING COURSE

Instruction by Federally Licensed, New York State Approved Instructors

AMERICAN RADIO INSTITUTE 1123 BROADWAY New York

Dietitian and Food Preparation
(Columbia, N.Y.U.)
Ballard School, 610 Lexington Ave. WI. 2-4500.
Candy and Cake Institute, 68 W 52 St. EL. 5-2758.
Culinary School of N. Y., 135 E 58 St. PL. 3-2775.
Houtman's Pastry School, 40-10 57 St. L.I.C. ST. 4-3312.
N. Y. Inst. of Dietetics, 600 Madison Ave. Day 1 yr.; Eve., 2 yrs. \$400.
Iridor School, 831 Lexington Ave. RH. 4-8249.

Drafting
Columbia Modern Tech., 780 Communipaw Ave., Jersey City. (Columbia, N.Y.U.)
Delehanty Institute, 116 E 15 St. ST. 9-6900.
Drake School, 154 Nassau St. BE. 3-4840.
Manhattan Technical Institute, 1823 Bway. CI. 5-7857.
Mechanics Inst., 20 W 44 St. Eve.—Free.
Mondell Institute, 230 W 41 St. WI. 7-2086.
Murray Hill Evening Trade School, 237 E 87 St. Day—Free.
National Training Corp., 1775 Broadway.
N. Y. Drafting Inst., 276 W 43 St. WI. 7-0306.

OPPORTUNITIES FOR CIVILIANS AND THOSE ENTERING THE MILITARY FORCES

FOR WAR STUDY RADIO FOR PEACE

MEN 18 to 45

MODERATE TUITION FEES PAYABLE WEEKLY

No Charge for Lesson Material, Use of Tools, Equipment, etc. (Must Qualify).

Prepare for a Career in the

RADIO and TELEVISION FIELD AFTER THE WAR

Interested Parties Should Apply IMMEDIATELY at

RADIO - TELEVISION INSTITUTE

480 Lexington Ave. (at 46th St.) New York City

Or TELEPHONE PLAZA 3-4585

Office Hours 9 A.M. to 9 P.M. Saturdays Until 2 P.M. or Write Dept. CL

MILLIONS for VICTORY!

Trained Welders Are Urgently Needed in

WAR PRODUCTION JOBS

Day Ridge's only Welding School will train you to fill a responsible job. REASONABLE FEE

Complete course in Electric Arc and Oxy Acetylene Welding & Burning • Individualized day & evening instruction. • Placement service. TERMS ARRANGED

RELIABLE WELDING SCHOOL

859 60TH STREET, BROOKLYN, N. Y. WI. 8-1700

Offer Courses in Wide Variety of Trade Subjects

KAUPERT SECRETARIAL JUNIOR COLLEGE
 Under the Auspices of The Most Rev. Thomas E. Molloy S. T. D., Bishop of Brooklyn
 Secretarial Training for Academic High School Graduates
 Conducted by the Sisters of St. Dominic
 New Term Starts September 21
 Temporary Quarters
 89-16 162d St., Jamaica, N. Y.
 For Information, Call REpublic 9-2050
 New Building Ready February, 1943

WE LEARN WELDING THE PRACTICAL EXPERIENCED WAY
 WILLIAM P. WICKS, owner of the WICKS WELDING WORKS for the past 30 years, trains you in Electric & Gas Welding, based on his vast experience with industry requirements.
 All our certified GRADUATES ARE EMPLOYED
 Only U. S. Citizens who pass our 5-HOUR APTITUDE TEST are permitted to continue. Consists of a thorough examination on welding machines and is not intended as "bait" for enrollments.
INDIVIDUAL INSTRUCTION
 Each student has his own welding booth, fully equipped, and may take his training any time from 9 a.m. to 9:30 p.m.—6 days a week.
 RESPONSIBLE APPLICANTS MAY PAY AFTER GRADUATION
 New York State Licensed

 WICKS WELDING SCHOOL
 21-15 Bridge Plaza North
 L. I. City ST. 4-5348; Bklyn. 6
 (Queens Plaza Sta.—All Subs.)

(Continued from Page Ten)
Journalist
 (Columbia, Hunter, L.I.U., N.Y.U.)
 Drake Business School, 154 Nassau St.
 School of Journalism, 1901 Times Bldg. BR. 9-4800.
Laboratory and X-Ray Technician
 (Hunter)
 Eastern School of Physicians Aides, 687 Madison Ave. RE. 7-2148.
 Harvey School, 384 E 149 St. MO. 9-6985.
 Jewish Hospital, 555 Prospect Pl., Bklyn.—Free.
 Mandl Sch. for Medical Office Assistants, 92 W. 45 St. MU. 6-1186.
 Manhattan Assistants School, 60 E 42 St. MU. 2-0234.
 Palme Hall Schl., 101 W. 31 St. BR. 9-2831. Day and Evening.
 Sydenham Hospital, 565 Manhattan Ave. (123d St.)
Languages (See Interpreter)
Lawyer
 (Bklyn Law Schl. Columbia, Fordham, N. Y. U. St. Johns).
Library Training
 Columbia University Schl of Library Service—Day; Apprx. \$160 a yr. 2 yrs.
 Pratt Institute, DeKalb Ave. and Ryerson St., Bklyn.
Linotype
 Empire Linotype School, 206 E. 19th St. GR. 5-5733.
 N. Y. Mergenthaler Linotype School, 244 W. 23d St. CH. 3-5170.
 School of Linotype Instruction, 29 Ryerson St., Bklyn. EV. 7-0309.
Machinist
 (Also given at various high schools)
 Citizens Prep Center, 9 W. 61 St. CI. 6-4970.
 Delehanty Institute, 11 E. 16th St. ST. 9-6900.
 Lutz Machine School, 1043 6th Ave. (67th St.) PE. 6-0913.
 Machinist Trade School, 250 W. 54th St. CI. 6-0246.
 Metropolitan Tech. School, 260 W. 41st St. LO. 3-2180.
 National Tech. Institute, 33-22 Northern Blvd., L. I. C. ST. 4-1891; 10 W. 124 St., WI. 7-5174.
 N. Y. Institute of Mechanics, 248 W. 55 St. CI. 7-5180.
 Practical Machinist School, 109 Broad St. BO. 9-6108.
 Pratt Institute, 210 Grand Ave., Bklyn. ST. 3-8277.
 Technicians Institute, 244 W. 14th St., WA. 9-8220.
 United Institute, 1834 Broadway, CI. 6-2423.
 Universal Navigation & Engineering

School, 21 Whitehall St., WH. 4-5955.
 Wilson Marine Eng. Prep School, 15 Whitehall St.
Marine Trades
 Merchant Marine School of Seaman's Church Institution, 25 South St. Day and Eve. (Master & Mate Training, Navigation, Steamships).
 N. Y. State Merchant Marine Academy, Fort Schuyler, Bronx. Day (Master & Mate Training).
 Metropolitan Voc. H. S., 43 Oak St., Day.—Free.
 Straus Navigation & Engineering Schl., 61 Whitehall St., WH. 4-0742.
 Ackerman Nautical Schl., 5423 15 Ave., Bklyn., WI. 9-8533.
 School of Marine Engineering, 45 Whitehall St., BO. 9-0143.
 Seaman's Institute, 23 South St., BO. 9-2710.
 Klveder's Navigation School, 61 Whitehall St., WH. 4-0742.
Mechanical Dentistry
 American Institute, 213 W. 34th St., L.A. 4-1365.
 N. Y. School of Advanced Dental Technology, 250 W. 37th St.
 New Standard School, 144 W. 34th St. CH. 4-7492.
 New York School of Mechanical Dentistry, 125 W. 31 St., CH. 4-3994.
Merchandising
 (C.C.N.Y. Columbia, N.Y.U.)
 Laboratory Inst. of Merchandising, 45 W. 38th St., CH. 4-5288.
Meteorologist
 Hunter College, 2 Park Ave.
Motion Picture Operator
 Brown and Edward's Schl. of Motion Picture Operating, 1125 6th Ave.
Nursing
 (A complete list of hospitals and schools will be sent on request. Address School Editor.)
 Caledonia Hospital, Brooklyn, N. Y. BU. 2-6100.
 St. Mary's Hospital, Orange, N. J.
Oil Burner Operator
 Herkimer Institute, 1819 Bway, CO. 5-1558.
Optician, Optometrist, Optical Mechanic
 (Columbia)
 Bklyn H. S. for Specialty Trades, 49 Flatbush Ave. Ext., Brooklyn, CI. 6-6120.
 School of Optics, 182 Henry St., Bklyn., MA. 4-1211.
Painter
 Murray Hill Eve. Trade School, 237 E. 37th St.—Free.
 Murray Hill H. S. of Building and Metal Trades, 32 E. 37th St., Day.—Free.
 N. Y. Trade School, 412 E. 67th St.—25.
 N. Y. Voc. H. S. for B.ys., 21 W. 138th St., Day.—Free.
Pharmacy
 (Bklyn College, Columbia, Fordham, St. Johns, L.I.U.)
Photographer
 American Artists Schl., 131 W. 14 St.
 American Schl. of Design, 133 E. 53th St.—\$45.
 Bklyn Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn.—Free.
 Bklyn Institute of Arts & Sciences, 30 Lafayette Ave., Bklyn. Eve.—\$21.
 Hunter College, 2 Park Ave.—Free.
 Metropolitan Voc. H. S., 43 Oak St., Manhattan Day.—Free.
 N. Y. Inst. of Photography, 10 W. 33d St., CH. 4-2715.—\$155.
 Pace Institute, 225 B'way, BA. 7-8200, Day & Eve.—\$80.
 Rabinovitch School and Workshop of Art Photography, 40 W. 50th St., Day & Eve.—\$500.
 School of Industrial Art, 257 W. 40th St., Day.—Free.
 School of Modern Photography, 139 E. 57th St., PL. 8-1793.
 Stuyvesant Eve. Trade Schl., E. 15th St., near 1st Ave.—Free.
 Textile Eve. Trade Schl., 351 W. 18th St.—Free.
 Theo. Stolar School, 1284 Sixth Ave., PL. 8-2435.
 Clarence E. White, 32 W. 74th St., TR. 4-2814.
Physical Therapy Technician
 Eastern School of Physicians Aides, 687 Madison Ave., RE. 7-2443.
 Hallbach School of Massage, 181 W. 87th St., SC. 4-8358.
 Hospital for Ruptured & Crippled, 321 E. 42nd St.—9 Mos., \$300.
 Lindgren Schl. of Massage, 32-06 150th St., Flushing, FI. 9-4216.
 Metropolitan Schl. of Medical Technology, 19 W. 37th St., WI. 2-4250.
 N. Y. School of Massage, 307 E. 12th St., GR. 5-8899.
 Swedish-American Schl., 18 E. 15th St., PL. 8-2857.
Pilot
 East Coast Flying Schls., 157th St., & Rockaway Blvd., Queens County Airport, Jamaica, L. I. 8-1148.
 Roosevelt Aviation Schl., Roosevelt Field, Mineola, L. I.
 State Inst. of Agriculture, Farmingdale.
 Safair, Inc., Roosevelt Field, Mineola.
Plumber
 (Also given at various high schools)
 Mechanics Inst., 20 W. 44th St., VA. 6-2490.—Free.
 N. Y. Trade School, 312 E. 67th St., RE. 4-1987. Eve.—\$30.
 Pratt Inst. Schl. of Science & Technology, 195 Grand Ave., Bklyn., ST. 3-8277.
Power Machine Operating
 Arkay Trade School, 224 W. 34th St., LO. 5-9193.
Printer
 School for Printers Apprentices, 461 8th Ave., BR. 9-8874.
 N. Y. YMCA, 5 W. 63d St., SC. 7-4400.
 National Technical Institute, 33-22 Northern Blvd., ST. 4-1891.
Purchasing Officer
 Y.M.C.A., 5 W. 63d St., Eve. 13 wks \$45.
Radio and Army Signal Corps
 (Also given at various high schools.)
 American Radio Inst., 1123 Bway, Chamberlain Technical School, 18 E. 49 St.; 50 Church St.
 Melville Aero Radio Service, 136-50 Roosevelt Ave., Flushing, FL. 3-7873.
 N. Y. A. Rad. Comm. Work Exp. Center, 145 E. 32 St.
 N. Y. Tech. Inst. of N. J., 786 Broad St., Newark, N. J.
 R.C.A. Institutes, 75 Varick St., WA. 5-2233.
 Radio-Television-Institute, 480 Lexington Ave., PL. 3-4595.
 United Radio Television, 108 Halsey St., Newark, N. J.
 Y.M.C.A., 14 W. 63d St., SU. 7-4400.
Real Estate Brokerage
 K. of C. Business School, 310 W. 57th St., CI. 7-1093.

Recreational Director
 (Columbia, N.Y.U. Schools of Education).
Sheetmetal Working and Riveting
 (Sea Welding)
 Aeronautical Trades Schl., 295 Jericho Tpke., Floral Park.
 N. Y. Inst. of Mechanics, 218 W. 55 St. CI. 7-5180.
 Roeder Schl. of Sheetmetal Works, 1292-1460 Atlantic Ave., Bklyn. PR. 4-0205.
Shipbuilding and Shipfitting
 Technicians Institute, 214 W. 14th St. WA. 9-8229.
 Victory School, (N. Y. Office), 551 5 Ave. MU. 2-0222.
Sign Painting
 N. Y. Trades, 312 East 67th St., RE. 4-1987.
Social Work
 N. Y. School of Social Work, 122 E. 22d St., GR. 5-4420.
Statistician
 (Barnard, Columbia, Hunter.)
Stenography and Typing
 (A) Indicates accounting courses also given. (B) bookkeeping courses also given at various day high schools.
 Abbe Institute, 1697 Broadway, CO. 5-2822. Day and Eve.—\$5.50 per point.
 Clyde Blanchard, 695 Park Ave., CA. 5-3421.
 Boro Hall Acad., 382 Flatbush Ave., Ext., Brooklyn, MA. 4-8558. Day —\$17.50 a month, Eve. \$8 a month.
 (A), (B).
 Boro School, 228 W. 43rd St., BR. 9-0002. Dictation, Typing.—\$1 per week.
 Brathwaite Business School, 2370 7th Ave., AU. 3-3860.
 Browne's Business College, 7 Lafayette Ave., Brooklyn, NE. 8-2941.
 Central Commercial H. S., 214 E. 40th St. Day.—Free. (B).
 Central Business School, 109 W. 42nd St., Day & Eve. Fee—\$5 for 3 mos. (A) (B).
 (A) (B).
 Collegiate Institute, 41 E. 42nd St., MU. 2-0455.
 Combination Business School, 129 W. 125 St. UN. 4-3170.
 Delehanty Institute, 115 E. 15th St. ST. 9-6900.
 Drake School, 154 Nassau St. BE. 3-4840.
 Eastman School of Business, 441 Lexington Ave. MU. 2-3575. Regis. Fee—\$3 Day \$22 a mo. Eve. \$8 a mo. (A), (B).
 Empire State School, 373 Fifth Ave. Fee—Day \$20 a mo. Eve. \$7 a mo. (A), (B).
 Employers Educational Exch., 116 Nassau St., CO. 7-2596.
 Eron Prep School, 853 B'way Gr. 7-5023. (A), (B).
 Franklin School of Business, Times Bldg. ME. 3-4840—Day \$22 a mo. Eve. \$8 a mo. (B).
 Gaines School, 501 Madison Ave., PE. 3-6680.—Day \$25 a mo. Eve. \$10 a mo.
 Grace Institute, 149 W. 60th St., CO. 5-1472. Day & Eve.—Free (B).
 Heffley School, 1 Hanson Pl., Bklyn. ST. 3-3216.
 Hunter College, 695 Park Ave.
 Interboro Institute, 152 W. 42nd St., LO. 5-8755.
 Kaupert Secretarial Junior College, 89-16 162nd St., Jamaica, L. I.
 Knights of Columbus Schl., 318 W. 57th St. Fee—Day \$12 a mo. Eve \$7 (B).
 Latin American Inst., 11 W. 42nd St., L.A. 4-2835. (Including Spanish shorthand).
 Madison School of Business, 160 Kings Highway, Bklyn. ES. 5-6800.
 McGannon School, 162 E. 59th St., PL. 8-0085.
 Merchants & Bankers Business Schl., 220 E. 42nd St., MU. 2-0686.—\$14 to \$20 each 4 wks. Day. Eve.—\$8 each 4 weeks.
 Miller Schools, 50 E. 42nd St., MU. 2-4850; 2875 B'way, CA. 8-7600.
 Monros Secretarial School, E. 177th St. & W. Farm. Blvd., Bx.—Day \$16 a mo. Eve. \$8 a mo.
 N. Y. Academy of Business (colored), 447 Lenox Ave.—Day \$15 a mo. Eve. \$8 a mo.
 N. Y. Y. Business School, 11 W. 42nd St. WI. 7-9757.
 Pace Institute, 225 B'way, BA. 7-8200.
 Paclard School, Lexington Ave. & 35th St.
 Popenhausen Institute, 114-04 14th Rd., College Point, L. I.—\$2.50 a term (B).
 Pratt Secretarial School, 400 Madison Ave. PL. 5-5234.—Day \$25 a mo., 8 mos. Eve. \$10 a mo. (B).
 Rhodes School, 1071 6th Ave., LO. 5-3504.—Day \$22 a mo. Eve. \$8 a mo. (B).
 Riverside Business and Secretarial School, 266th Ave., TR. 4-2101.
 S. J. Brown's, 41 E. 42nd St., MU. 2-0453.
 Scudder School, 66 Fifth Ave., AL. 4-7386.
 Speedwriting Institute, 274 Madison Ave., AS. 4-7200.
 Washington Business School, 130 W. 42nd St., GR. 7-9898.
 YMCA Schools, 58 W 63 St. SU. 7-4400.
Stenotypist
 (Columbia)
 Abbe Institute, 1697 Bway, CO. 5-2822.
 Bird's Business Inst., 391 E. 150 St.—Day \$15 a mo.; Eve. \$7 a mo.
 Browne's Business College, 7 Lafayette Ave., Bklyn.—Eve. \$8 a mo.
 Drake's Business School, Day 6 mos \$20 a mo. Eve. 9 mos. \$10 a mo.
 Merchants & Bankers Business Schl. 220 E. 42 St.—Day \$14—20 per wk for 4 wks. Eve \$8 per wk for 4 wks. Stenocopy, 154 Nassau St. W.O. 2-6869.
 Y.M.C.A., 115 Bedford Ave., Bklyn. Day & Eve.—\$60.
 Y.M.C.A. Schla., 5 W. 63rd St., Eve.—\$75.

Starting Salaries for
MEN
 from \$35 to \$45 a Week
WOMEN
 from \$30 to \$38 a Week
 Ages 18 to 55
 In War Production Plants
 Clean, Light, Fascinating Work
RAPID ADVANCEMENT
 In many plants men and women are automatically increased to higher salaries in 2 months.
 The demand for Delehanty-trained graduates in war work is greater than we can supply.
APPLY IMMEDIATELY
 NO CASH REQUIRED
 NO SPECIAL EDUCATION
 OR EXPERIENCE NECESSARY
 Write, Phone, or Visit for Complete Information. Open Daily to 10 P.M. Saturday to 6 P.M.
DELEHANTY INSTITUTE
 9-11 E. 16th St., N. Y. C.
 STuyvesant 9-6990
 LICENSED BY THE STATE OF N.Y.

MEN 17 TO 55 YEARS
 TRAIN NOW AS
AIRCRAFT INSTRUMENT TECHNICIANS
 one of the
HIGHEST PAID & MOST INDISPENSABLE CIVILIAN SERVICE MEN IN AVIATION
 Graduates are Employed by the Aircraft Industry and the U. S. Civil Service Without Examination
 U. S. Gov't. Approved (CAA Lic. 1377)
CONTRACTORS TO THE U. S. ARMY
 N. Y. STATE LICENSED
 Investigate Today! Visit, write or phone
NEW YORK SCHOOL OF AIRCRAFT INSTRUMENTS
 1560 BROADWAY (Cor. 61st), N. Y.
 DEPT. 15. CIRCLE 6-0345

N. Y. TECH
 Drafting, Shop Math., Radio, Electric, Welding, Heating, Oil Burner Service, Refrigeration, Air-Conditioning, 103 5th Ave., N.Y.C. Corner 16 Street CHelsea 2-6333


WELDING
 and BURNING Jobs Open!
 Enroll for Intensive War-time Training Courses. Naval, Aircraft, \$2.50 Per Week or Pay After Graduation! Placement Service. STATE LICENSED. Booklet 'L'
SMITH SCHOOL OF WELDING
 (Established 1927)
 250 W. 54th (Bet. B'way-8th) CO. 5-0697

GAS WELDING ELECTRIC
 Free Aptitude Test
 Only those qualified can continue. 37 years practical experience training welders. No charge for theory.
SUMMER RATES END LABOR DAY
 As Low as \$2.35 a Week
 EFFECTIVE PLACEMENT SERVICE
 Licensed by the State of N. Y.
 Open 8 A.M. to 10 P.M.
HERCULES SCHOOL
 153rd Street and Grand Concourse
 Bronx, N. Y. MEIrose 5-7311

MACHINIST TRADE SCHOOL
 Short-Intensive-Practical-Individual Training. Day-Eve. "A Machine for Each Man." ACTIVE PLACEMENT SERVICE
250 West 54th St. N.Y.C. CI. 6-0246-7

JOAN OF ARC SCHOOL
 52-92d St., Brooklyn. SHORE Road 8-2544
 Nursery-Kindergarten, 2 to 5 Years
 Hours Arranged for Children
 Whose Parents Attend Luncheon
Transportation—Hot Luncheon
 Visitors or Inspection Tours Welcomed
 Dietitian • (Doctor in Attendance)

WELDING
 Free Trial Lesson. Ask for Booklet 'L'. Reasonable Fees. • Payment Plan Short Day - Evening Training
HALLER WELDING SCHOOL
 622 BERGEN ST., BKLYN., N.Y. 3-8847
 Near Flatbush Ave. State Licensed

COMPLETE AND THOROUGH TRAINING FOR PRIVATE AND GOVERNMENT POSITIONS
 COURSES include I.B.M. CARD PUNCH BUSINESS MACHINES—BUK-ROUGHS BOOKKEEPING and BILLING MACHINES Nos. 7800 & 7200.

 A Select Secretarial School
SECRETARIAL ACCOUNTING ALL OFFICE MACHINES
 FRENCH and SPANISH • STENOGRAPHY
 Intensive 3-MONTH Short-hand Course
 "WE HAVE PLACED EVERY GRADUATE"
 Call, Write or Phone for Catalogue
 11 West 42nd St. Corner 6th Ave. New York City
 Wisconsin 7-9757
OPEN ALL YEAR • DAY AND EVENING

ANN RENO INSTITUTE
 Nursery School — Kindergarten — Primary
 A new plan for teacher education leading to a degree. Accredited by N. Y. State Board of Regents. Modern preparation for Public and Private School Teaching. Demonstration School for Children.
 Fall Term Starts Sept. 21 — Write for Catalogue
 32 WEST 86TH ST., N.Y.C. SUSquehanna 7-22-44

WANT TRAINING FOR A CAREER?
 Anything You Want to Know About Schools?
 Ask the School Editor
 MAIL THIS COUPON:
 Civil Service LEADER, 97 Duane Street, N. Y. C.
 Kind of Course.....
 Day..... Evening..... Home Study.....
 Name
 Street City..... State.....

(Continued on Page Twenty)

Compiled by Allan R. Schain,
U. S. Office of Education
Information Service

JOB TRAINING FOR VICTORY

PROGRAM AND SPONSORING AGENCY	Number to be trained or in training in 1941-42	Wages in training	Fees in training	Wages on job after training	Purpose of training	Persons eligible	Length of course	Where offered	Where to apply	Jobs for which training qualifies
VOCATIONAL TRAINING FOR DEFENSE WORKERS Administered by U. S. Office of Education in cooperation with State Departments of Education in various States. Prerequisite: High school graduation or equivalent.	80,000-300,000	None, except that men attending for training in technical schools, are paid WPA wage.	None.	Starting wage about \$1.00 per hour.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	8-12 weeks, 20-40 hours a week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest office of the State Department of Education or WPA project office.	Similar to job in occupation essential to defense.
Training of NYA enrollees on defense projects.	(150,000)	None. NYA enrollees receive pay for work on projects.	None.	Starting wage about \$1.00 per hour.	Prepare NYA enrollees for specific defense projects. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	8-12 weeks, 15 hours a week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
Supplementary to employment.	300,000-1,000,000	As much as \$1.00 per hour, plus \$1.00 per hour for travel and other expenses.	None.	None.	Provide supplementary training for unemployed persons. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	8-12 weeks, 15 hours a week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
Training of out-of-school rural and manual youth.	300,000	Starting wage about 40 cents an hour.	None.	Starting wage about \$1.00 per hour.	Increase employability of out-of-school rural and manual youth. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6-10 weeks, at least 120 hours of instruction.	In public schools or at other locations under public supervision or control. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
ENGINEERING, SCIENCE AND MANAGEMENT DEFENSE TRAINING Administered by U. S. Office of Education in cooperation with State Departments of Education, War Relocation Authority, and War Relocation Administration.	200,000	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	1-4 months. Part-time courses, 10-15 hours a week. Full-time courses, 20-30 hours a week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
REGULAR VOCATIONAL TRAINING Administered by U. S. Office of Education and State Boards for Vocational Education.	2,400,000	None.	Students may have to pay materials and deposit fees.	\$25-50 a week.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	Varies from about 3 months to 2 years, depending on skills to be taught.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
Training of NYA enrollees on Regular Work Projects	(100,000)	None. NYA enrollees receive pay for work on projects.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	8-12 weeks, 15 hours per week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
CCC TRAINING Administered by CCC, Federal Security Agency, in cooperation with Departments of War, Agriculture, and Interior.	300,000	150 a month, plus food, clothing, and quarters.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6-12 weeks, 15 hours per week.	In publicly owned vocational schools, public schools, or classes in public schools. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
B. IN PUBLIC SCHOOLS: Administered by State and local boards for vocational education in cooperation with U. S. Office of Education.	60,000	Same as above.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	Same as above.	In public schools or at other locations under public supervision or control. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
C. SPECIALIZED SCHOOL TRAINING	4,500	Same as above.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	Same as above.	In public schools or at other locations under public supervision or control. Training is operated by public schools.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
AIRPORT SERVICEMEN Administered by U. S. Office of Education and Civil Aeronautics Administration with funds supplied by War Relocation Authority.	5,000	Persons assigned by WPA are paid WPA wage.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	3 months.	At airports meeting CAA requirements and eligible for sponsorship of WPA project.	To nearest NYA office.	Similar to job in occupation essential to defense.
APPRENTICESHIP TRAINING Administered by Department of Labor, Division of Labor Standards, in cooperation with State and local boards for vocational education.	65,000	Progressively increasing scale of wages should approximate 50 percent of the journeyman's rate.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6 weeks to 2 months full time, depending on type of work.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
JOB INSTRUCTOR TRAINING Administered by Training Within-Industry Branch, Office of Production Administration, in cooperation with State and local boards for vocational education.	50,000	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 hours, 5 days, 2 hours a day.	In defense plants, vocational schools, or other suitable nearby locations.	District office, Training Within-Industry Branch, U. S. Office of Production Administration.	Similar to job in occupation essential to defense.
STUDENT NURSE Operated by accredited schools of nursing in cooperation with U. S. Public Health Service.	2,500	None. Students may earn food and lodging by work in hospital.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	3 years.	In 123 accredited schools of nursing in 34 States, cooperating in Public Health Service program.	To nearest NYA office or nearest office of the State Department of Education.	Similar to job in occupation essential to defense.
GRADUATE DEFENSE REFERENCE TRAINING	200	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	3-9 months.	In 22 States, cooperating in Public Health Service program.	State Board of Nurse Examiners in each State, cooperating in Federal program.	Similar to job in occupation essential to defense.
PUBLIC HEALTH TRAINING FOR GRADUATE NURSES	300	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	3-9 months.	In 22 States, cooperating in Public Health Service program.	State Board of Nurse Examiners in each State, cooperating in Federal program.	Similar to job in occupation essential to defense.
NURSES POSTGRADUATE STUDY	300	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	3-9 months.	In 22 States, cooperating in Public Health Service program.	State Board of Nurse Examiners in each State, cooperating in Federal program.	Similar to job in occupation essential to defense.
CIVILIAN PILOT TRAINING (Elementary) Administered by Department of Commerce, Civil Aeronautics Administration, in cooperation with State and local boards for vocational education.	1,000	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6-12 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
AVIATION CADET TRAINING Administered by War Department, Air Corps, A. PILOT.	575 a month, and 21 a day ration allowance.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
B. AVIATOR, BOMBARDIER, GUNNER	None.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
C. SQUADRON COMMUNICATIONS OFFICER	None.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
AIR CORPS MECHANIC TRAINING Administered by War Department, Air Corps.	None.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
NAVAL AVIATION CADET TRAINING Administered by Navy Department.	None.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
REGULAR AND RESERVE ENLISTED MEN'S TRAINING Administered by Navy Department.	None.	None.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	10 weeks, 15 hours per week.	In 54 central motor repair shops, 100 other shops, and 200 other shops throughout the United States.	To nearest NYA office.	Similar to job in occupation essential to defense.
CIVILIAN APPRENTICESHIP TRAINING Administered by Navy Department and U. S. Civil Service Commission.	8,000	First year, \$4 a day; second, \$4.50 a day; third, \$5.00 a day; fourth, \$5.50 a day.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	4 years, 6 hours of basic 40-hour week are devoted to classroom instruction. Apprentices must pass examination to advance to next year's work and training.	20 navy yards and other shore establishments of Navy Department in United States east and west coasts and Hawaii.	To nearest U. S. Civil Service Commission office: Boston, New York, Philadelphia, San Francisco, San Juan, Honolulu.	Similar to job in occupation essential to defense.
MARITIME SERVICE TRAINING Administered by U. S. Maritime Commission by Coast Guard.	6,000	\$71.50 and up a month and food, clothing, and quarters.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6-7 months.	At 117 training stations in 11 States and 10 foreign countries.	Director, Division of Training, U. S. Maritime Commission, Washington, D. C., or Coast Guard recruiting stations.	Similar to job in occupation essential to defense.
B. MARINE RADIO OPERATOR	750	\$38 a month first 3 months, then \$34 a month, plus \$1.00 per month for food, clothing, and quarters.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	6-10 months. Men taking this training may return for 1 month retraining at Maritime Commission.	At 117 training stations in 11 States and 10 foreign countries.	Director, Division of Training, U. S. Maritime Commission, Washington, D. C., or Coast Guard recruiting stations.	Similar to job in occupation essential to defense.
MARITIME CADET TRAINING Administered by U. S. Maritime Commission.	600	\$35 or more a month plus food and quarters, paid by shipowner or, at cadet expense, by Maritime Commission.	None.	None.	Prepare unemployed persons with specialized training for defense work. Increase their skill and knowledge of a trade.	1. Must be selected from public employment office or from list of unemployed persons prepared by State Dept. of Education. 2. Must have some mechanical or manual skills. 3. Must be at least 18 years of age.	During university, 22 hrs. 2 mos. of training; 22 hrs. 2 mos. of training at sea; 10 mos. of training at sea; 10 mos. of training at sea.	On ships of U. S. Merchant Marine and on ships of other countries which are permitted to take over by U. S. Navy.	U. S. Maritime Commission, Washington, D. C., or Maritime Commission office in New York, Philadelphia, San Francisco, San Juan, Honolulu.	Similar to job in occupation essential to defense.

*The starting salary may vary in relation to the prevailing wage scale in the area. The salary shown is not to be construed as a guarantee.
** Starting salary, \$4.00 a day, in 1300 authorized locations is now \$5.00 a day.

A PAGE OF NEWS FOR POSTAL MEN

How to Make A Postal Man Feel Better

Will the post office employee feel better mentally and thereby be a better worker, increasing the efficiency of the postal system, if he has an impartial Court of Appeals to judge any grievance he may have?

Albert J. DuMola, president of the New York Post Office and Railway Mail Service Laborers' Benevolent Association, Local 1, this week pointed out that the answer is "yes."

Said Mr. DuMola: "There is no reason why some employees must be kept in a daze because some charges are rolled up against them and turned from a molehill into a mountain. An impartial Court of Appeals would not only satisfy the grievances of postal workers generally but enable them to judge the views of their supervisors with more understanding."

"Generally the public learns of employee-employer relations only when there has been a dramatic

breach in the relationship. Private industry has made great strides toward healing breaches of this variety. But what about the employee whose time-honored traditions and laws forbid any kind of a breach, and who hasn't an impartial court to look into the grievances?"

Mr. DuMola added that, though "it might be a crude comparison," any citizen has the right to a trial by an impartial jury or at least to be heard, if you are to interpret the constitution correctly. Why not, he asks, employees in the public service, such as postal workers?

"To quote an executive who gives courses in improvement of employee-employer relations," said Mr. DuMola, "the fundamental thought we always followed in offering advice has been that the interest of labor and management is fundamentally mutual and that, if each could be brought to understand clearly the problems and points of view of the other, many difficulties and differences could be settled fairly, equitably and with mutual good will."

It is Mr. DuMola's opinion that a Court of Appeals for postal workers "will work better in the postal system than in private industry because of our traditions of service to the people."

Should Postal Service Be Curtailed in Wartime?

Further curtailment of mail deliveries by the Post Office Department will hurt rather than help the war effort, Emanuel Kushelewitz, president of Empire Branch 36, National Association of Letter Carriers, informed *The LEADER* this week.

Experience in New York City has proved that "business depends upon the speedy delivery of the mail," said Mr. Kushelewitz. He denied the Post Office Department in New York hasn't the manpower to carry on service as usual.

"Recently, the Washington, D. C., Post Office issued orders to curtail delivery trips and collections from street letter boxes in the city of Washington, D. C. The reason for this order is that we must conserve rubber and that, because of the war, the service is reaching the stage where manpower is lacking," said Mr. Kushelewitz.

"The order provides that residential routes which now make two deliveries will make one and, in the business area where they make three deliveries, only two will be made. The first delivery will commence at 8:45 A. M. and the second trip (business area) approximately at 1:30 P. M."

Does It Hinder War Effort?

"Will this program help our war effort or will it hinder our attempt to win the war as fast as possible? From my knowledge of Post Office affairs, I venture to say that it will retard instead of aid our speedy victory. The Post Office Department is as essential as other defense industries. We are the men behind the men behind the guns. Business depends upon the speedy delivery of the mail. Our war efforts depend upon business," Mr. Kushelewitz said.

Postal Service Is Business

"In New York City," he added, "the postal service is run as a business. Our receipts are high and our business turnover is the largest in the country and the reason for it is very simple. We



Most dynamic of the postal men is wiry Manny Kushelewitz, whom you'll find right in the midst of any fray where postal men are concerned. Manny is a man who says what he thinks, no if's, and's, or but's.

give speedy service to our business people both at home and their offices. We in the postal service have only one thing to sell to the public: Service. Cut down on service and business will resort to telephones and telegrams.

"We in New York sincerely hope that the recent order will not affect the City of New York. We cannot curtail any deliveries to our patrons. During the economy wave, we curtailed our deliveries from six trips in the business section to four and in the residential sections from four to three deliveries. We are still

working on this schedule and a further reduction will not aid us in our war effort.

Large Eligible List

"At the present time, we still have a large eligible list who are waiting for the Post Office Department to call them into the postal service. It is true that we have lost close to 1,300 by their entrance into the armed forces, but we can at this time replace them man for man and then have many more waiting for appointment."

"It is more important to move the mail in the City of New York expeditiously and efficiently in order to maintain that high standard of service than to curtail service, thereby retarding business and hindering the war effort."

"The fact that the Post Office makes delivery on legal holidays during these war days is ample proof that the postal service is part and parcel of the defense of our country. Until such time as we cannot replace the men who enter the armed forces, the service should be maintained in the present efficient manner," said Mr. Kushelewitz.

"The question of saving rubber by eliminating collections is minor in comparison to its value in the war effort. We have in the City of New York 175 foot collections which are manned by 351 men. There are 45 mounted collections manned by 49 men. These routes are in the outlying districts. It is important that the morale of the armed forces be maintained by an exceptional mail service. And what about the morale of the 125,000,000 civilians back home? The Post Office is definitely linked up with the war effort and should maintain its present service," he concluded.

Freezing of Sub List Is Attacked

The Post Office Department's treatment of its substitutes is entirely contrary to the labor policies of the New Deal, entirely unfair in comparison to the manner in which private labor is capitalizing in the war effort, according to officials of the Joint Conference of Affiliated Postal Employees.

"What New York's substitutes are complaining about is the manner in which the Department insists on keeping the subs' list in a frozen state and, at the same time, loading the regulars with more work than even they would have expected six months ago," one official complains.

A policy adopted by the Department in April suspends further appointment of substitutes to fill vacancies until such time as all regulars in a given office are being paid for Saturday work—or until a six-day week has replaced the five-day basic week.

"On top of all this, the Department is still appointing subs from the eligible list, maintaining the regular substitute roster while continuing to reduce the regular force."

Rep. Thomas E. Scanlon, of Pennsylvania, on July 17 introduced H. R. 7404, providing that regular vacancies in the postal service be filled by promotion of eligible subs and that vacancies caused by military leave be filled on a waiver basis. The subs are taking their case to the public.

Borough President to Speak for War Relief

Edgar J. Nathan, Jr., Borough President of Manhattan, will be a principal speaker at a dinner sponsored by eight Manhattan District Committees of Russian War Relief in the Hotel Park Central, Wednesday, September 16, it was announced today by Dr. Henry Pratt Fairchild, chairman of the dinner committee.

That Postal Raise Still Hasn't Come

The post office workers of New York today are in the same boat they occupied years ago, with the seas of economic instability tossing them around at a perilous pitch. This is the opinion of Max Schissel, of the New York Federation of Postal Clerks, Local 10.

Despite the sharp rise in the cost of living, Mr. Schissel contends, and though there is supposed to be a level beyond which prices aren't to rise, the postal workers are still waiting for a raise in salary. Moreover, the price of carriers' uniforms this year is about five dollars higher per uniform than last year. If there is to be wholesale freezing, he explains, postal workers have already known it for years.

"Inasmuch as morale is supposed to be a vital war factor," added Mr. Schissel, "you'd think

the administration in Washington and department officials themselves would press for some sort of increase—especially since postal workers are the forgotten men in the Federal picture and are being saddled with plenty of work these days."

Mr. Schissel denied that overtime constitutes a raise. "It appears those in charge of salary adjustments are sure that merely granting increases through overtime is a solution to the problem," he said. But they are wrong, he pointed out, "for they are merely perpetrating a discriminatory and completely erroneous overtime situation to put this idea into effect. And, through it, they are keeping many needy subs from obtaining cash they otherwise would get."

Mr. Schissel suggested that the raise sought by postal workers for almost two decades be forthcoming before wage freezing makes the whole thing impossible.

For civil service information, phone the Civil Service LEADER's branch office at WALKER 5-7449. Or come in person. The address is 142 Christopher Street, half a block from the Federal building.

Engineering Courses Open To Men, Women

They're expecting to start still another sub-professional engineering course for men and women high school graduates at the Defense Training Institute, 375 Pearl Street, Brooklyn, late in October.

Applicants may register now (there is no age limit) by writing or coming in person to the school. About 400 students are now enrolled for the eight months' course (30 hours a week). Of this number, about 120 are women.

The course consists of mathematical analysis, physics of engineering, engineer drafting, chemistry of engineering, mathematics of shop practice and applied mechanics.

The course qualifies applicants to become draftsmen, planners and computers, engineers' assistants and technical assistants in purchasing and export departments.

The sub-professional engineering course is divided into three sections but leads to one goal.

Requirements, other than high school graduation: citizenship or citizen papers, one year of algebra and one year of geometry, and one year either of physics or chemistry. Male applicants in 3A or 4F are eligible to enroll.

The institute maintains its own placement bureau and places approximately 95 percent of its male students and nearly 100 percent of its female trainees in defense jobs.

Ask Protection of Mailmen Involved in Accidents

It's about time the Government decided to protect its postal workers who become involved in accidents while on duty, according to Emil J. Hague, vice-president of Branch 36, National Association of Letter Carriers.

Said Mr. Hague in an interview:

"For many years, letter carriers assigned to motor vehicles in the postal service have pleaded at Letter Carriers' Conventions for protection against suit for accidents that occur while in the employ of the government."

"This has fallen on deaf ears because no serious accidents have occurred and therefore no action has been taken. But it can happen here to the chauffeur carrier."

"A letter carrier, while backing into a street, caused injury to a child. The guardian for the child brought suit against this letter carrier for a total sum amounting to \$6,000. During a rigid postal investigation, the letter carrier was confronted with all the facts in the case and was exonerated by the officials of the Post Office. Nevertheless, everyone can sue to recover damages. The question of contributory negligence was decided by a jury in the Federal District Court. The child and the

guardian were awarded the sum of \$612.72 and costs. All this time, the letter carrier was under the impression that the Government was sued and that he only appeared as a witness.

Judgment Against Him

"Now the letter carrier has a judgment against him and cannot pay because of his meager earnings."

"Recently, another case developed. A chauffeur carrier, while driving back to the garage, struck and killed a man, who came out of a dark street suddenly. Again circumstantial evidence proves that the carrier was not negligent. All this happened while the chauffeur carrier was driving a Government owned vehicle and while on duty," said Mr. Hague.

"The question paramount in the minds of the letter carriers is, 'Why can't the government protect its employees while they perform their duties?' Most of the States and cities have compulsory insurance. Why should the Government neglect to protect its employees? While accidents are very few, the amount of judgment in each case cannot be satisfied by the letter carrier. This brings up another important matter. What about protecting the pedestrian? If a child or an adult is maimed for life by a government-owned truck and after bringing suit, re-

ceives a verdict in court for damages and cannot collect because the letter carrier has no assets, he or she may remain a cripple and a public charge. Legislation must be passed to protect the postal employee and the public. It is the duty of each Congressman to do all in his power to have legislation enacted for the purpose of protecting the employees of the government. It is time that the Government, which has given this country a 'New Deal,' give its own employees a New Deal. We are continually working under the 'Old Deal' and it is about time that the postal employee received some of the benefits that labor has received. We are the forgotten children, but the children will grow up soon and develop mentally. When that happens, a few changes may take place," he said.

"Labor received the Wagner Labor Law. We did not. Labor received increases in salary. We did not. Labor received Widows Pensions under Social Security. Our widows did not. Labor received protection by the passage of many bills. We did not. We are now seeking protection of our very home because no man who works for the postal service can afford to pay for any judgment without disrupting his home life," Mr. Hague contended.

ADVERTISEMENT

ADVERTISEMENT

An Appeal to My Boss

You are unaware of me, although you see me every day.

You do not know me, although you speak to me, and we are very friendly.

You are not conscious of my existence, although, frequently, you look for me.

When you look for me, you know that you will find me. For I am always on the job. You can depend on me.

I like you to depend on me, because I appreciate your trust. I am proud of your faith in me.

I like to see the smile that lights your face, when I am of service to you. I get a kick out of working for you.

There is only one thing, Boss. I am afraid you have forgotten me.

I know that you are busy, that you are thinking of your sons in the service, that you are struggling against the high cost of living, that you are wondering how you can purchase more war bonds and stamps to help your country.

You have your responsibilities. Your families to clothe and feed. Your churches to support. Your children to educate. You can be excused for forgetting me.

But, still, Boss, you have forgotten me.

I, too, have my sons in the service. I, too, am struggling against the high cost of living, wondering how I can purchase more war bonds and stamps to help our country in its hour of peril.

I, too, have my responsibilities. My family to clothe and feed. My church to support. My children to educate. And, I am not able to meet my responsibilities because of my salary.

You see, Boss, I have been working for the same salary for the past seventeen years. You have not given me a raise since 1925.

In 1932, when you were up against it, Boss, I worked a full month for you without pay.

In 1933, when you were still hard-pressed, I took a fifteen percent cut in salary. Again, in that same year, I went on a nine-day furlough without pay.

Today, Boss, I am up against it. I need your help. And, I know that you will help me, if you will but think of me.

You, the American people, are My Boss.

I am your postal employee, your letter-carrier, your Post Office clerk, your Post Office laborer, your railway mail man and motor vehicle employee.

There are several bills in Congress designed to grant me an increase in salary. Won't you send the coupon on this page to your Congressman?

Joint Conference of Affiliated Postal Employees

I am grateful to the following individuals and business firms who have donated this space to carry my message to you.

- GEORGE BRUNSSSEN CO.
Mfrs. Uniform Caps, Policemen, Firemen, Letter Carriers, 104 Bleeker St., N. Y. C.
- BARCLAY'S FLOWER MARKET
"Plants of the Better Kind"
200 Greenwich St., New York City.
- J. S. KRUM
2468 Grand Concourse, Bronx, N.Y.C.
- FRITZ POLLARD
N. Y. Independent News,
217 West 125th St., New York City.
- MORRIS HIRSCH
New Campus Restaurant,
106 West 32nd St., New York City.
- R. C. BAAS
Buyers Dept. Store Specialty Shops,
110 West 40th St., New York City.
- WEINBREICH BROS. CO.
383 Fifth Ave., New York City.
- NORMA MULTIKOLOR
39 West 32nd St., New York City.
- JAMES GEORGES
New Bellmore Lunch,
70 Barclay St., New York City.
- CREDIT UNION OF NEW YORK
295 Stanton St., New York City.
- JOHN POCHINTESTA
641 Greenwich St., New York City.

- ROBERT STOLL, Inc.
70 Fulton St., New York City.
- ST. PAUL'S
415 West 59th St., New York City.
- NATHAN TUBELL
Tubell & Co., 25 Waverly Place, N. Y. C.
- P. BONICORE
Bar and Grill, 2112 Lex. Ave., N. Y. C.
- BERNARD SCHUTZ
Dixie Mail Order House,
145 Mulberry St., New York City.
- J. RUCAMBO
Dixon Cafeteria, 688 8th Ave., N. Y. C.
- FREDERICK E. HERSHOKOWITZ
Attorney for Empire Branch 36, National Association Letter Carriers,
295 Stanton St., New York City.
- FATHER APOLINARIS
Church of St. John the Baptist, 10 West 31st St., New York City.
- JOSEPH T. KENNEDY
981 Amsterdam Ave., New York City.
- FISHER-STEVEN'S SERVICE, Inc.
183 Varick St., New York City.
- EDELMAN CLOTHES
811 Myrtle Ave., Brooklyn, N. Y.

- NATHAN BECKER
981 Prospect Ave., Bronx, N. Y.
- WILLIAM MARTIN
Tax Consultant
117 Liberty St., New York City.
- STYLE ART CLOTHES
79 Fifth Ave., New York City.
- CARL OPPENHAUSER
Efficient Mail Service, Inc.
52 East 19th St., New York City.
- TRANSPORT WORKERS of AMERICA
153 West 64th St., New York City.

- CIVIL LIST ADDRESSING CO.
1123 Broadway, New York City.
- THE SERAPHIC MASS ASSOCIATION
210 West 31st St., New York City.
- A. S. LUNCHEONETTE
93 Barclay St., New York City.
- THOMAS E. KIERNAN
Advertising Mailing Service
915 Broadway, New York City.
- OUR LADY OF PERPETUAL HELP
323 East 61st St., New York City.

CLIP THIS COUPON AND MAIL

Hon. M.C.
House of Representatives
Washington, D.C.

Will you please vote for a salary increase to postal employees?

Name Address

City State.....

This Week's New York State Eligible Lists

PHYSIOTHERAPY TECHNICIAN 1 Cross, Elsie, 82,500 2 Harris, Ruth, 75,450	6 Hoffman, Estelle, 76,000 PRINCIPAL STORES CLERK Dept. of Social Welfare (Promotion) 1 Brooks, Thomas, 89,110 2 Cunningham, Jas., 89,090 3 Macin, John M., 85,680	7 Mason, Carleton, 82,917 8 Cohen, Samuel, 81,945 9 Smith, Marguerite, 81,360 10 Emmer, Henry, 80,170	13 Hunt, John M., 85,540 14 Gillespie, Jas., 85,410 15 Youngs, Rex, 95,180 16 Rooney, Chas. J., 85,170 17 Brado, Wm. J., 85,130 18 Dalton, John H., 85,000 19 Trautner, A., 84,980 20 Connor, Timothy, 84,840 21 Grove, Alton E., 84,810 22 Ferguson, Clyde, 84,800 23 Martin, Jos. E., 84,630 24 Lepmann, Joseph, 81,310 25 Griffin, John, 81,250 26 Schmidt, Rufus, 81,080 27 Finch, Harry W., 83,900 28 Clarke, Ross J., 83,890 29 Combs, Fred E., 83,740 30 Ryan, John J., 83,560 31 Fischette, A., 83,470 32 Stone, George, 82,930 33 Sikelco, Ralph, 82,720 34 Lilley, Alfred, 82,600 35 Kinden, Thee., 82,290 36 Hughes, Evan, 82,210 37 Atkinson Morris, 81,980 38 Ward, Albert, 81,700 39 Conroy, Clifford C., 81,400 40 Trowbridge, Carl, 81,310 41 Crossman Harold, 81,230 42 Bornheimer, Chas., 81,090 43 Schwartz, Oscar, 81,020 44 Elliott, Walter, 81,010 45 Wickman, Wm. J., 80,440	46 Sheldon, E. H., 80,200 47 Morris, Chas. C., 80,100 48 Gurnee, Howard, 79,790 49 Denton, Benjamin, 79,620	25 Adami, Enis, 83,941 26 Goldberg, Dorothy, 82,950 27 Altomonte, Mildred, 82,927 28 Miglino, Ida, 82,831 29 Buzer, Elizabeth, 82,557 30 Leug, Evelyn, 82,477 31 Rothbell, Edythe, 82,416 32 Clemente, Natalie M., 82,366 33 Wilson, Florence H., 82,107 34 Szynski, Florence, 81,980 35 Fallon, E., 81,716 36 Lengo, Josephine, 81,610 37 Dantonino, Frances, 81,004 38 Green, Sylvia, 81,001 39 Friedman, Rose, 81,473 40 Golowaty, Laura, 81,424 41 Derus, Helen, 81,278 42 Harris, Pauline, 80,796 43 DiGiacomo, Joseph, 80,612 44 Hallauer, G. T., 80,481 45 Hill, Myra, 80,368 46 Smith, Myrtle Rd., 79,973 47 Bagelfeld, Pearl, 79,751 48 Sweet, Pauline, 79,629 49 Laubman, Sylvia, 79,416 50 Alessi, Lucille M., 79,254 51 Owens, Catherine, 79,226 52 Sonne, Hope R., 79,213 53 Kertzer, Pauline, 79,152 54 Segal, Blanche, 79,118 55 Ehlinger, Ethel R., 79,081 56 Moore, Anna, 78,677
---	---	--	---	--	--

'Quick-Action' Jobs In Private Industry

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

Technical

10 East 40th Street—LExington 2-0160

- Engineers, Electrical, Mechanical or Industrial**—Must have engineering degree plus one or two years experience. (Ask for Mr. Bering.)
- Female Electrical Tracer**—Must have training or experience in electrical tracing and circuit drawing. Radio background preferred. (Ask for Miss Bernstein.)
- Junior Engineer**—No experience required. Must have degree in Mechanical, Aeronautical or Electrical Engineering. Job in Middle West. (Ask for Miss Bernstein.)
- Male Vocational Teachers**—Must have Grammar School education and teaching ability plus five years of approved and appropriate journeyman experience in the following trades: marine electrical work, electric motors and repair, foundry, machine shop practice, marine plumbing and pipe fitting, marine sheet metal, radio code (must have commercial license), radio repair and maintenance, marine steam engine, shipbuilding, ship carpentry, wood pattern making. For the following trades, one year of experience will be accepted: aviation engine, aviation mechanic, aviation sheet metal, inspection (must have machine shop experience), ship rigging, welding. The hourly rate of pay for these jobs is \$1.80-\$2.50, depending on the shift. Qualified applicants may apply to Mr. Yawn at 10 East 40th street (10th floor), between 9 and 5 Monday through Friday, and 9 and 12 on Saturdays, in New York City and out-of-country. (Ask for Mr. Alexander.)
- Mechanical Draftsman**—Experienced in drafting elevators or vertical conveyors. To work for a war plant in Brooklyn. (Ask for Miss Bernstein.)
- Production Manager**—Must have experience in mass production of precision parts. Jobs in New York City at good salary. (Ask for Mr. Bering.)
- Script Writers**—Wanted in Arabic, Turkish, Persian, Portuguese and Finnish. Must be well educated, have a literary background and visited these countries very recently. (Ask for Mr. Gold.)
- Stress Analyst**—An Aeronautical or Mechanical Engineer with one to two years' experience computing stresses. To determine strength of plane under varying conditions. (Ask for Pope.)
- Teachers of Sheet Metal Riveting for Negro Trainees in Atlanta, Ga.**—Must have in addition to teaching ability in sheet metal riveting at least 4 months experience on power riveting machines. (Ask for Mr. Gold.)
- Vacuum Tube Engineer**—Must be experienced on high frequency tubes, 3000 megacycles. Must have ability to design such tubes. To work as senior research engineer on testing and designing of high frequency tubes. (Ask for Mr. Pope.)

Industrial

87 Madison Avenue, Phone LExington 2-8910

- Armature Winders**—Male and Female. Experience on all types of motors. Jobs located in New York and New Jersey. Good salaries. (Ask for Mr. Quint.)
- Assemblers**—Men experienced on shop watches and automatic clocks. Defense work in Metropolitan Area. (Ask for Mr. Tangredi.)
- Automatic Screw Machine Set-up Men**—At least five years experience in set-up work only. To set up Browne and Sharpe screw machine and also Acme automatic screw machine; also supervise plant operation. Good salary. Lots of overtime. (Ask for Mr. Dean.)
- Automatic Screw Machine Operator**—Experienced man able to set up and operate; to take charge of department as night foreman. Apply in person. (Ask for Mrs. Rafter.)
- Automatic Screw Machine Set-Up Men**—Experienced in setting up and operating Cleveland or Brown & Sharpe automatic screw machine. To work to close tolerances. Will consider good experience on any other makes. Good salary and lots of overtime. (Ask for Mr. Keckelely.)
- Bench Molders**—Experienced on bronze casting. Job in Brooklyn. Top pay. (Ask for Mr. Cauldwell.)
- Boring Mill Operators**—Must be experienced either on vertical bore-matic or horizontal machines, and working from blueprints to close tolerances. Jobs in vital defense plant. Good pay. (Ask for Mr. Keckelely.)
- Core Makers**—Experienced on aluminum and bronze work. To work in the Brooklyn area. Top pay. (Ask for Mr. Cauldwell.)
- Core Makers**—Thoroughly experienced. To make sand cores used in molds to form hollows or holes in metal casting. Packing and ramming core sand using hand and tamping tools, sets, vents, and reinforcing wires and inspection. Job in Connecticut. (Ask for Mr. Arons.)
- Die Maker**—Blanking, forming, piercing, combination progressive dies. Prefer experience on lamination dies. Good pay. Plenty of overtime. Urgently needed in defense plant. (Ask for Mr. Keckelely.)
- Drop Hammer Operator**—3,000-pound electric board hammer. To forge hot metal. Must set dies. (Ask for Mr. Nelson.)
- Female Inspectors and Machine Operators**—Under 30 years of age

to do inspection and operate machinery on highly skilled operations in machine shop. A high school graduation or better is preferred. Day and night shifts. Good salary. Exceptional working conditions. Apply in person to Mr. Burnham.

Final Tester and Trouble Shooter—To do complete final test on superheterodyne airplane receivers. Must be able to work from schematics and use all meters. Excellent pay. Job in metropolitan area. (Ask for Mr. Quint.)

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

Floor Molders—Experienced on aluminum and bronze for war production work. Jobs in metropolitan area. Top hourly rates. (Ask for Mr. Nelson.)

Foreman—Automatic Screw Machine Department. All Browne and Sharp 0-00 Machines. Must have supervisory experience and be willing to work nights. Good pay and plenty of overtime. Job in Connecticut. (Ask for Mr. Arons.)

Foreman—To supervise unskilled women on electrical and mechanical instrument assembly. Must be able to read blueprints and circuit diagrams. Knowledge of electrical processing such as wiring, coil winding, and vacuum prepnation necessary. Must be in good physical condition. Job in Brooklyn. Good pay. (Ask for Mr. Quint.)

Grinders—External and internal grinding. Universal machine, precision work. Must have at least five years similar experience. Apply in person. (Ask for Mrs. Rafter.)

Hand Screw Machine-Turret Lathe Set Up Men—Must be experienced setting up and working with Warner and Swazey, Gridley or similar machines. To take charge of day or night shifts. Good pay and lots of overtime. (Ask for Dr. Dean.)

Horizontal Boring Mill Operators—Must be able to set up and operate drilling, boring and facing operations with boring mill. Should be able to work from drawings, read blueprints, and do own layout. Job in Connecticut. (Ask for Mr. Arons.)

Inspectors—Floor and Bench Inspectors on small and large machine parts. Must be able to work from blueprints using fine precision measuring instruments. At least two years' experience on machine and instrument parts is required. Job in Manhattan. Good pay. (Ask for Mr. Dean.)

Instrument Makers—To plan and perform operations and experimental work necessary to construct, alter, repair, or adjust instruments, measuring apparatus or equipment. Will work from samples, drawings, specifications, or verbal instructions using standard machine tool equipment. Good pay and plenty of overtime. (Ask for Mr. Dean.)

Jones and Lamson Turret Lathe Operators and Set-Up Men—Experienced. Job in Connecticut. (Ask for Mr. Arons.)

J. & L. Turret Lathe Operators—For Long Island City. To set up from blueprints and work to close tolerance. (Ask for Mr. Keckelely.)

Machine Tool Operators, Radial Drillpress, Bullard Vertical Boring Mill, Millers and Lathe Hands—Must be able to set up own machine and layout work from blueprints to close tolerances. Three years or more experience required. No trainees. Workers now working at full skill in defense industries will not be considered. Jobs in Manhattan and Bronx. Good pay and lots of overtime. Females with lathe or milling machine training. (Ask for Mr. Dean.)

Model Makers—Qualified applicants must be able to make first pieces from engineering blueprints using hand tools on small metal parts. Instrument men who have done experimental and layout work can qualify. Day shift. Some overtime. Jobs in Connecticut. (Ask for Mr. Arons.)

Pantograph Operators—Men familiar with the Gorton Pantograph machines. Jobs in New York City. (Ask for Mr. Tangredi.)

Radio Repairman—A man with a Department of Commerce license. Job in New York City. Good salary.

Refrigerator Mechanic—An all-around man with refrigerator mechanic knowledge of electricity for control and general wiring. Good pay. Defense job. (Ask for Mr. Carr.)

Sheet Metal Workers—Various aircraft plants have openings for sheet metal workers with the following experience: Jig and template builders, and layout men; aluminum spar formers; hand forming and hammer men (coppersmiths and experienced auto body and fender men acceptable) Men who have had at least 5 years' experience on automobile motors may be acceptable for certain aircraft assembly work. Day and night shifts. Jobs in New York City. Good salaries. (Ask for Mr. Brae.)

ON PARK ROW That Salary Campaign

About two-thirds of the petitions being sought among gardeners in the Parks Department have already been collected, it was learned this week, in the campaign being waged by gardeners throughout the city to obtain \$1,800 as a per annum salary.

A majority of gardeners present at a special meeting August 4 in the Pulitzer Building, Manhattan, agreed to try to obtain this minimum regardless of the effort involved. They authorized the Greater New York Park Employees' Association to press for this figure. Gerard Coughlan, president of the Central Council,

had called the meeting after discussing the question of salaries with officials of the department.

The petition currently being circulated—and which now has 110 out of 165 sought signatures—urges Majority Leader Joseph T. Sharkey, of the City Council, to introduce a bill stipulating that Parks Department gardeners be paid \$1,800 a year. The bill, incidentally, is to bear no reference to a uniform force.

Wanted: Mechanics

Twelve vacancies exist for department men who qualify as general mechanics in diesel engine work at swimming pools after taking a course September 21 given

Board of Ed Has Variety of War Courses

The Board of Education's fall training program goes into full swing next week with 34 courses, ranging from auto electricity to welding, being offered to an expected enrollment of between 16,000 and 18,000 trainees—men and women.

On top of these trainees, teachers with only one year of technical experience may still enroll for a night course. Both this course and those offered skilled and unskilled students may be completed within a few months if the applicant shows sufficient aptitude. About 400 hours and 10 weeks may be considered a maximum time allowance.

Apply at any of 24 vocational high schools operated by the Board of Education, or at the Advisory Board on Vocational Training at the Board of Education headquarters at 110 Livingston Street, Brooklyn, for the training courses.

Upgrading

Those now employed and seeking upgrading must have a letter of recommendation from their employer; unemployed applicants should register directly with any of the United States Employment Service offices and be referred to one of the training centers. These offices are at 87 Madison Avenue, Manhattan; 44 East 23rd Street, Manhattan; 205 Schermerhorn Street, Brooklyn, and 29-28 41st Avenue, Long Island City. Most of the courses are conducted at night. The Board of Education has its own placement facilities.

The lines open for student training and upgrading:

- Auto Electricity
- Auto Mechanics
- Aircraft Instruments
- Aircraft Mechanics
- Aircraft Sheet Metal
- Blueprint Reading and Sketching
- Cable Splicing
- Chipping, Caulking and Reaming
- Electric Motors
- Electrical Marine Work
- Foundry
- Foremanship
- Heat Treatment of Metals
- Industrial Chemistry
- Inspectorship
- Loftsmanship
- Machine Shop Practice
- Machine Tool Operation
- Machine Painting
- Pattern Making
- Pipe Covering and Insulation
- Precision-Lens Grinding
- Radio Operations
- Radio Maintenance
- Sheet Metal (Ship)
- Ship Carpentry
- Ship Fitting
- Ship Pipe Fitting
- Ship Rigging
- Ship Steel Work
- Steam Engines
- Tool and Die Making
- Tracing and Detail Drawing
- Welding

And here are the lines open, amount of experience required, total number of hours a week enrollees will have to teach, and the salary, for those taking the teacher courses:

- Machinist and Tool Maker**—Five years' approved journeyman experience, 39 to 40 hours, \$63 to \$100.
- Aircraft Mechanic**—Three to five years, 30 to 40 hours, \$63 to \$100.
- Sheet Metal Layout Man**—Five

(Continued on Page Twenty-Three)

by a licensed mechanic; 25 vacancies are to be filled by those qualifying as general mechanics on electric driven engines at swimming pools. The jobs pay \$7 a day. The department has called for volunteers for the courses.

Examination Requirements

NEW YORK CITY CIVIL SERVICE EMPLOYMENT OPPORTUNITIES

For the following examinations, applications may be obtained at the offices of the New York City Civil Service Commission, 96 Duane Street, Manhattan, from 9 a.m. Monday, September 14, until 4 p.m. Tuesday, September 29. Applications may be obtained and filed by mail. If filed by mail, only postal money-orders will be accepted in payment of the application fees.

**Open-Competitive
Law Assistant
Grade 2 (Torts)**
Salary: \$1,800 up to but not including \$2,400 per annum.
Vacancies: Occur from time to time in the Board of Transportation.
Requirements: 2 years' study successfully completed at a recognized law school; or 2 years of employment as a clerk in a law office; or a satisfactory equivalent or combination of the foregoing.
Fee: \$1.00.

Assistant Pharmacist
Salary: \$1,500 per annum.
Vacancies: One at \$1,200.
Requirements: Candidates must be licensed pharmacists in the State of New York at the time of certification.
Fee: \$1.00.

Exterminator
Salary: \$1,800 per annum, subject to budget.
Vacancies: 5 at present.
Requirements: 5 years' recent satisfactory experience in the occupation of extermination and fumigation of insects, vermin and rodents. Before appointments from the list resulting from this examination a candidate must have a current fumigant permit or any employee fumigant operator's permit issued by the Department of Health of the City of New York.
Fee: \$1.00.

GET A PRIME WAR JOB IN 2 MONTHS
OUR GRADUATES ARE ACCEPTED BY THE U.S. CIVIL SERVICE Without Examination! YOU WILL WORK AT ARMY AIR CORPS STATIONS! THE FINEST EXPERIENCE IN THE WORLD FOR A CAREER IN THE AVIATION INDUSTRY!
Draft Age Men—You can qualify for Army, Navy and Air Corps (Ground Personnel) DON'T WAIT!
Visit, write, telephone
★
Eastern Aircraft Instrument School
130 WEST 42d ST., N. Y. WISCONSIN 7-1390

Prepare for Civil Service Exams Comptometer-Calculator \$35 with Switchboard . . . Stenography, Typewriting \$7Mnth. Machine Bookkeeping - Billing with Switchboard—Special low rate. SWITCHBOARD Complete Speed \$? Practical individual instruction. **Central Business School** 100-108 W. 42d St. BRyant 9-7928

MACHINIST
Training under actual machine shop conditions. Bring your machinist friend with you. Day-Evening. Machine Shop Instruction Only OUR 7TH SUCCESSFUL YEAR Practical Machinist School 109 Broad St. (South Ferry) BO. 9-6498 (Licensed by State of New York)

Car Service
"NEW YORK'S LARGEST AUTO LAUNDRY"
CARS WASHED, 59c
Davis Auto Laundry Corp. 720 Southern Blvd., Bronx, N. Y. (2 blocks North of 149th Street)

mit issued by the Department of Health of the City of New York.
Fee: \$1.00.

Head Dietitian (Administrative)
Salary: \$1,440 up to but not including \$2,040 per annum with maintenance; \$1,800 up to but not including \$2,400 per annum without maintenance.
Vacancies: Occur from time to time.
Requirements: A bachelor's degree with a major in foods and nutrition, or institutional management, plus one year as a student dietitian in an approved hospital, and three years' experience as a dietitian, one year of which must have been as an Administrative Dietitian, in an accredited hospital with a bed capacity of at least 200 persons; or a manifest equivalent.
Fee: \$1.00.

Head Dietitian (Teaching)
Salary: \$1,440 up to but not including \$2,040 per annum with maintenance; \$1,800 up to but not including \$2,400 per annum without maintenance.
Vacancies: Occur from time to time.
Requirements: A bachelor's degree with a major in foods and nutrition or institutional management from a college approved by the University of the State of New York, plus one year as a student dietitian in an approved hospital or must have had one year of experience as a teacher of dietetics or a manifest equivalent.
Fee: \$1.00.

Junior Physicist (Radiation)
Note: This title may be changed to Laboratory Technician (Radon).
Salary: \$1,500 up to but not including \$2,100 per annum.
Vacancies: 4.
Requirements: Graduation from a senior high school, plus one year or radon plant operation experience; or a satisfactory equivalent. Two years of experience in the construction, maintenance or operation of laboratory electrical equipment or equivalent technical education may be substituted for one year of radon plant operation.
Fee: \$1.00.

Laboratory Assistant
(Specialties — Bacteriology, Biology, Chemistry, Geology, Physics, Physiology, Histology, Clinical Technology, Serology).
Salary: \$960 up to but not including \$1,800 per annum.
Vacancies: Occur from time to time.
Requirements: Bachelor's degree with major in science plus one year of experience in a laboratory of a recognized hospital or in a research laboratory performing the duties of a laboratory assistant; or a master's degree with a major in the specialty for which applicant is applying; or high school graduation with 4 years of experience in a laboratory of a recognized hospital or research laboratory performing the duties of a laboratory assistant; or a satisfactory equivalent.
Fee: \$.50 for each specialty.

X-Ray Technician
Salary: \$1,500 per annum.
Vacancies: Occur from time to time.
Requirements: High school graduation and two years' recent full-time experience as an X-Ray Technician including dark-room work in a hospital or in the office of a recognized Roentgenologist, or a manifest equivalent. Graduation from an accredited school of nursing may be substituted for one year of the above experience.
Fee: \$1.00.

X-Ray Technician (Outside New York City)
Salary: \$1,500 up per annum.
Vacancies: Occur from time to time.
Requirements: High school graduation and two years' recent full-time experience as an X-Ray Technician including dark-room work in a hospital or in the office of a recognized Roentgenologist, or a manifest equivalent. Graduation from an accredited school of nursing may be substituted for one year of the above experience.
Fee: \$1.00.

Promotion Assistant Counsel Grade 4 (Torts)
(Board of Transportation)
Salary: \$3,000 and over.

Vacancies: Occur from time to time.
Date of Test: The written test will be held October 31, 1942.
Requirements: Open to all permanent employees of the Board of Transportation who have served continuously for a period of not less than one year next preceding the date of the written test in Grade 3 and/or 4 of the Legal Service (except Law Assistant, Grade 2) and who are otherwise eligible. Candidates must be members of the New York Bar prior to certification for appointment.
Fee: \$2.00.

Junior Counsel Grade 3 (Torts)
(Board of Transportation)
Salary: \$2,400 to but not including \$3,000 per annum.
Vacancies: Occur from time to time.
Date of Test: The written test will be held October 24, 1942.
Requirements: Open to all permanent employees of the Board of Transportation who have served continuously for a period of not less than one year in Grade 2 and/or Grade 3 of the Legal Service (except Junior Counsel, (Torts) Grade 3) on the date of the written test and who are otherwise eligible. Candidates must be members of the New York Bar at the time of certification for appointment.
Fee: \$3.00.

Law Assistant Grade 2 (Torts)
(Board of Transportation)
Salary: \$1,800 to but not including \$2,400 per annum.
Vacancies: Occur from time to time.
Date of Test: The written test will be held October 10, 1942.
Requirements: Open to all permanent employees of the Board of Transportation who have served continuously for a period of not less than one year next preceding the date of the written test and who are otherwise eligible. Candidates must be members of the New York Bar at the time of certification for appointment.
Fee: \$1.00.

\$2,400 per annum.
Vacancies: Occur from time to time.
Date of Test: The written test will be held October 10, 1942.
Requirements: Open to all permanent employees of the Board of Transportation who have served continuously in Grade 1 and/or Grade 2 of the Legal Service (except Law Assistant, Grade 2) for a period of not less than one year next preceding the date of the written test and who are otherwise eligible. Candidates must be members of the New York Bar at the time of certification for appointment.
Fee: \$1.00.

Junior Chemist
Note: Open to all City departments where the title of Junior Chemist appears in the budget.
Salary: \$1,500 up to but not including \$2,100 per annum.
Vacancies: Approximately four (Board of Higher Education, Department of Hospitals and Public Works).
Date of Test: The written test will be held October 17, 1942.
Requirements: Open to all permanent employees in the competitive class who have served continuously for a period of not less than six months next preceding the date of the written test in Grade 1 and/or
(Continued on Page Eighteen)

STANDING BY FOR ORDERS?
Keep your present job while training for your FCC Radio Operator's License at Melville—Mornings, Afternoons or Evenings
NAVY SPECIALISTS
Radiotelephone — Radiotelegraph — Airline Teletype
OFFICIALLY APPROVED—THE ONLY SCHOOL OF ITS KIND
Associate of Major Airlines—Melville trained ground station and flight operators, engineers and technicians are working at good wages all over the world for American Airlines, American Export Airlines, Pan-American Airways, Pan-American-Africa Airways, Pennsylvania Central Airlines, Delta Airlines, Eastern Airlines, as well as in ARMY, NAVY, MERCHANT MARINE, COAST GUARD & other Airline, Broadcast & Communication companies. No previous training or experience necessary. Completely equipped. Well established.
Directed by Frank Melville, active transoceanic Flight Radio Officer
MELVILLE AERONAUTICAL RADIO SCHOOL, Inc.
45 West 45th Street New York City
"The Radio-Communication School run by Radio-Communication Men"
VISIT TODAY OPEN DAILY 9 A.M. TO 10 P.M. AND SAT. TO 6 P.M.

A PERSONAL INTERVIEW may help you land a war job!
FIND OUT WHAT YOU'RE BEST FITTED FOR!
IF YOU WANT TO FIND YOUR PLACE IN THE WAR EFFORT AND YOU DON'T KNOW WHAT TO DO, TAKE ADVANTAGE OF THE "LEADER"
JOB-GUIDANCE SERVICE
And Call for a Personal Interview at 142 Christopher Street, N.Y.C.
ABSOLUTELY FREE
WITH A \$2.00 YEARLY SUBSCRIPTION TO THE "LEADER"
Nothing More to Pay!
Here's What the FREE Job-Finding Service Gives You!
1.—Personal Interview
An expert compiles a record of what you have done, tries to tell you what you can do best in the war effort. If you can't come in, we'll conduct the interview by mail.
2.—Vocational Guidance
The first interview endeavors to uncover hidden abilities which may fit you for government work. Later, vocational guidance is at your service to answer your questions about civil service jobs, duties, requirements, opportunities.
3.—Training
If you're looking for training, we'll bring to your attention, from time to time, such training opportunities as may be helpful to you. We keep a record of all reputable schools, public and private, free and tuition.
4.—Jobs Open
Exams which open in the City, State, and Federal government service, and some defense openings in private industry, for which, in the opinion of our job-finding expert you qualify, will be personally brought to your attention by mail. We try to make this service as complete as we can.
5.—How to Prepare
Proper study methods and study material will from time to time be suggested to help you pass the test for which you file, if you so request. Also, you get every aid in filling out your application.
6.—Question Service
You may call upon us to answer any question with regard to civil service or defense jobs. We endeavor to answer these questions as completely as available information permits. For eligibles and employees, we answer questions relating to lists, transfers, promotions, etc.
Don't Miss an Opportunity Which May Exist Today
Mail This Coupon Now
Civil Service LEADER
Branch Office: 142 Christopher Street, N.Y.C.
Enclosed is \$2.00 (check, stamps or money order) to cover cost of annual subscription to The LEADER and the Job Guidance Service. Send me training and experience blanks immediately.
Name
Address
Borough or City
[] Check here if this a renewal of your subscription.

WE INVITE YOUR QUESTIONS ON CIVIL SERVICE MATTERS
at the new LEADER Job Guidance Office, 142 Christopher Street, New York City, one block from the Federal Building.
Drop in on your way down for applications. or Call WALKER 5-7449.

City Opens Real Opportunity for Young Legal Men

(Continued from Page Seventeen)
Grade 2 of the Scientific Service (except Junior Chemist); Assistant Pharmacist, and Pharmacist.
Fee: \$1.00.

Change of Title Butcher (Labor Class) (Health Dept.)

Salary: \$960 to \$1,500 subject to budget.
Vacancies: One.
Date of Test: October 24, 1942.
Requirements: Open to all permanent employees of the Department of Hospitals in the labor class who have served for one year continuously immediately preceding the date of examination and who have at least 5 years' experience in meat handling or the equivalent.
Fee: \$.50.

Clerk, Grade 1

(Amended Notice)
Persons who filed for this examination during the period January 6 to 23, 1942, need not file again.
Salary: Up to but not including \$1,200 per annum. Increments to \$1,199, in almost all departments. Usual salary at entrance, \$950 per annum.
Applications: Issued and received from 9 a. m., August 26, 1942 to 4 p. m., September 11, 1942.
Fee: \$.50.
Vacancies: Occur frequently during the life of the list. The list

resulting from this examination may be certified selectively where necessary for such positions as Attendant, Messenger, Ticket Agent, Telephone Operator, Office Appliance Operator, Typist and positions of a similar character. Special qualifying physical, medical, practical or other qualifying tests may be given for the purpose of selective certification.

Note: The list resulting from this examination may be used to fill vacancies outside of New York City. Persons residing in New York State who do not meet the New York City residence requirement may file for this examination. Such persons, if successful in this examination, may be certified to positions outside of New York City only. Trainees will not be made to positions in New York City.

Duties: To perform under supervision routine clerical work and elementary office duties, including the operation of mechanical devices such as the mimeograph and addressograph, and similar simple appliances; assist with telephone information and with the reception of the public; act as messenger in minor errands; perform related work.

Requirements: Candidates must be graduates of a senior high school or have equivalent education. The written test will include tests of mental alertness, capacity to follow written directions, elementary office practice, knowledge of civic affairs and other appropriate information and abilities.

Subjects and Weights: Written, weight 100. The passing grade will be set in accordance with the needs of the service.

ware, Florida, Georgia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Vermont, and Virginia, and the District of Columbia.

Duties: As employees of the Army Air Forces, to receive training and instruction in the inspection of aircraft materials to determine their acceptability in accordance with specifications. Employees will not be permitted to hold any other position during this training period.

Training and Advancement
Training - Eligibles selected for employment will be given appointments as Junior Procurement Inspector Trainees at \$1,440 a year. These appointees will be placed in a formal training course (while on the Army Air Forces' payroll) at a school to be designated by the Eastern Procurement District. Appointees sign a statement indicating that it is their intention to remain in the service for the duration of the war.

Advancement - Upon successful completion of the training course, trainees will be eligible for assignment to Assistant Procurement Inspector at \$1,620 a year. Subsequent advancement to positions of higher grades will be based upon individual efficiency and ability, and the occurrence of vacancies in such positions.

Examination Required

A. Prerequisite. Graduation from a standard high school.
B. Written Test. Competitors will be tested on the subjects listed below which will have the relative weights indicated.

Subjects: 1. General test (see sample questions on Form 3221), weights 40. Note: Those who fail the general test will not be rated on subject 2. 2. Mechanical aptitude test (no sample questions available, weights 60; total 100.

Conditions of Employment
Draft Status—Selection will not be made of an eligible whose induction into the military or naval service is imminent. This is in view of the fact that no deferment can be given for trainees, and it would not be feasible to appoint a trainee and be forced to terminate his services within a short time. However, should he be available for appointment during the life of the register, his name will be restored to the eligible list, if he so requests.

Age and Citizenship: On the date of filing application, applicants: 1. Must have reached their 18th birthday. (There is no maximum age limit for this examination.) 2. Must be citizens of or owe allegiance to the United States.

Physical Requirements. Applicants must be physically capable of performing the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow employees.

How to Apply
Necessary forms may be secured: 1. From the manager, Second U. S. Civil Service District, Federal Building, Christopher Street, New York City.

2. From the secretary, Board of U. S. Civil Service Examiners, Eastern Procurement District, Army Air Forces Material Center, 90 Church Street, New York City.
3. At any first or second-class post office in which this notice is posted.
Ask for announcement number 2-190, and application form 4900-ABC.

Ship Constructors

GRADE
(Senior Inspector, \$2,600 a year)
(Inspector, \$2,300 a year)
(Associate, \$2,000 a year)

Open to Men Only
Optional Branches
1. Electrical 3. Steel Hulls
2. Mechanical 4. Wood Hulls

Closing Date: Applications will be received until the needs of the service have been met.

Places of Employment: Navy Department, for duty in the States of New Jersey and New York wherever assigned.

Duties: To inspect and test, for determining compliance with specifications, the type of marine construction and installation indicated by the title of each optional branch; to read drawings, interpret specifications, and make necessary computations to determine compliance therewith; to make inspection reports and conduct correspondence. The duties of Senior Inspector positions may include organizing and supervising a staff of inspectors of lower grades.

Qualifications Required
Education or experience. Except for the substitution provided for below, applicants must show that they have had the following experience:

For the Senior Inspector Grade, at least 6 years;
For the Inspector Grade, at least 5 years; and
For the Associate Inspector grade, at least 4 years of experience in the inspecting or testing to determine proper standards of workmanship and compliance with specifications of construction and installation work of the type described below following the title of the option for which application is made.

Note: (All grades and options) All applicants must show that their experience has included the reading of drawings, the interpretation of technical specifications, and the making of computations to determine compliance therewith; and in the electrical option the reading of intricate circuit diagrams.

Electrical—Electrical installation on shipboard, including all phases of wiring, switchgear and electrical machinery, and other electrical equipment erected or installed on shipboard.
Mechanical—Marine machinery in-

stallation or erection on shipboard.
Steel Hulls - Hull construction work involving shipfitting, riveting, welding, and related work on steel hull construction.

Wood Hulls—Inspection of wood hull construction work involving shipfitting, ship joining, lofting, and boat building work.

Substitution of Mechanical and Other Experience for Inspectional Experience—For each year of the required inspectional and/or testing experience there may be substituted one year of the following:

1. Experience as an electrician's apprentice or practical experience in the electrical trade on shipboard electrical installations.

2. Experience as an electrician's mate, first class or higher grade.

3. Experience as a (journeyman) electrician or as an erecting or installations engineer on major industrial electrical installations.

Mechanical (all grades) 1. Experience as a machinist apprentice or practical experience in the machinist trade on machinery installations on shipboard.

2. Experience as a rated machinist's mate, first class or higher grade.

3. Experience in the installation or erection of heavy diesel engines.

4. Experience as an erection engineer on heavy-duty refrigeration machinery (self-contained units alone, non-qualifying), steam engines, turbines, large heavy-duty pumps and similar machinery.

Steel Hulls (All Grades) 1. Experience as a chipper and caulker (iron).

2. Experience as an apprentice or practical experience in the trade of shipfitter or hull machinist.

3. Experience as loftsmen or layer-out in a shipyard.

Wood Hulls (All Grades)—Apprentice or journeyman experience as ship joiner, loftsmen, or boatbuilder on wooden hull boats.

Total Substitution of Marine Engineer's License and Experience (Mechanical Option Only)—In lieu of meeting the exact experience as called for above, applicants who possess the qualifications as stated below may be admitted to the examination in the grade for which their license and experience fits them:

Senior Inspector (Mechanical)—Possession of a license as second assistant engineer on ocean-going vessels or comparable Great Lakes vessels, and in addition the completion of an aggregate of at least two months of experience in supervision over the repairing and reconditioning of main and auxiliary machinery on ocean-going vessels or comparable Great Lakes vessels.

Inspector (Mechanical) - Possession of a license as third assistant engineer on ocean-going vessels or comparable Great Lakes vessels.

Associate Inspector (Mechanical) - Possession of a license as chief engineer of river steam vessels, and in addition at least six months service in the engine department of ocean or coastwise steam vessels.

Substitution of Education for Experience—A. Each successfully completed year, up to a maximum of 4 years of a course leading to a degree in engineering or metallurgy in a college or university of recognized standing, or each successfully completed year of resident study in a school of engineering or technology may be substituted (except that in the wood hulls option only education in naval architecture will be allowed) for 1 year of the required inspectional and/or testing experience.

B. The successful completion of a defense training course, approved by the U. S. Office of Education and applying to the specific field of construction described in the optional branches of this announcement will be accepted in lieu of one year of the required inspectional and/or testing experience.

Students—Applicants will be accepted from persons if they are otherwise qualified, who are enrolled in school courses which upon completion will qualify them for a defense position, provided that they show in their applications that (if successful) they will complete the course in which they are enrolled within 2 months of the date of filing applications.

Persons who are assigned conditional eligibility in accordance with the foregoing paragraph may be given provisional appointments.

Assignment of Grade—Applicants for the higher grades who are found not qualified therefor will be considered for the lower grades if otherwise qualified for the lower grades. Persons who are found eligible for the higher grades will also be rated for the lower grades if they have expressed a willingness to accept the lower salaries and are otherwise eligible for the lower grades.

B. No written test required. Applicant's qualifications will be judged from a review of their experience.

Sex: The department or office requesting list of eligibles has the legal right to specify the sex desired. For these vacancies, the Navy Department desires men.

Age and Citizenship: On the date of filing applications, applicants: 1. Must be citizens of or owe allegiance to the United States.

2. There are no age limits for these examinations.
Physical Requirements: Applicants must be physically capable of performing the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow employees.

How to Apply: Necessary forms may be secured:

1. From the manager, second U. S. Civil Service District, Federal Building, Christopher Street, New York City.

2. At any first or second-class post office in the States of New Jersey and New York.

Radio Men and Women Six Months' Specialized Training With Pay Junior Repairman Trainee, (Radio)

\$1,440 a Year

Note—Persons who have eligibility on lists resulting from announcements No. 2-43, issued January 17, 1942, No. 2-54, issued February 5, 1942, or No. 2-124, issued June 11, 1942, and persons who have filed application under announcements No. 2-54 and No. 2-124, need not apply for this examination, as their eligibility will be continued during the life of the list established as a result of this announcement.

Places of Employment—Signal Corps, War Department, in the States of New Jersey and New York.

Duties

As employees of the Signal Corps, to receive advanced instruction 8 hours a day in the fundamentals of overhaul, maintenance, repair, and inspection of miscellaneous Signal Corps equipment including radio, telephone and telegraph, power and light equipment. This training will include disassembly, overhaul, re-assembly, and test of Signal Corps instruments, assemblies, and sub-assemblies, and related tasks as assigned. These classes may be held in the evening. Employees will not be permitted to hold any other position during this training period.

Promotion Possibilities

Upon successful completion of the training of approximately 6 months' duration, trainees will be eligible for assignment to positions of Junior Repairman, Signal Corps Equipment at \$1,620 a year. Subsequent advancement to positions of higher grades will be based upon individual efficiency and ability, and the occurrence of vacancies in such positions.

Qualifications Required

A. Experience or Education—Applicants must show that within the 10 years immediately preceding the date of filing applications, they have had the education or experience specified in any one of the following:

(a) The possession of a license to operate an amateur radio station (or any radio operator's license of higher grade) for at least two consecutive years provided the operator

(Continued on Page Nineteen)

UNITED STATES CIVIL SERVICE

EMPLOYMENT OPPORTUNITIES

CONSULT ANNOUNCEMENT FOR COMPLETE INFORMATION.
For announcements and application forms, apply to the Board of U. S. Civil Service Examiners at first- or second-class post offices, to the United States Civil Service Commission, Washington, D. C., or at 641 Washington Street in New York City. SALARIES given below (annual unless otherwise specified) are subject to a retirement deduction of 5 percent. AGE requirements are given in the announcement. There is no maximum age limit unless given below. APPLICATIONS MAY BE FILED WITH THE CIVIL SERVICE COMMISSION, WASHINGTON, D. C., UNTIL FURTHER NOTICE UNLESS A SPECIFIC DATE IS MENTIONED BELOW. Qualified persons are urged to apply at once.

Mechanic Learner (Radio)

\$1,020 a Year

OPEN TO MEN AND WOMEN

Note—Persons who have filed for or have eligibility on lists for mechanic-learner, Signal Corps Equipment, under announcements No. 2-42, of 1-12-42, No. 2-93, of 4-16-42, or No. 2-125, of 6-4-42, need not apply again, as their eligibility will be continued during the life of the list established as a result of this announcement.

Closing Date—Applications will be received until the needs of the service have been met.

Places of Training—Signal Corps, War Department, in the States of New Jersey and New York.

Note—Upon completion of the training period, appointees must be willing to take assignments anywhere within, or outside, continental United States.

Duties

As employees of the Signal Corps, to receive instructions 8 hours a day in the fundamentals of overhaul, maintenance, repair, and inspection of miscellaneous Signal Corps equipment, including radio,

telephone, telegraph, power and light equipment. This training will include disassembly, overhaul, re-assembly, and test of Signal Corps instruments, assemblies, and sub-assemblies and related tasks as assigned. These classes may be held in the evening. Employees will not be permitted to hold any other position during this training period.

Training and Promotional Opportunities—Upon successful completion of preliminary training course of approximately three months' duration, employees may be promoted to the advanced training class at \$1,440 a year. Upon successful completion of the advanced training period, trainees will be eligible for Signal Corps positions at \$1,620 a year, the type of position depending upon the specialized field of study followed in the advanced training class.

In connection with this training program opportunity will be open to a large number of young men to enter the enlisted reserve of the Signal Corps and eligible persons are invited to avail themselves of the opportunity for training for this specialized branch. Ample training opportunities exist however for qualified persons who are not physically qualified for active service, or who do not wish to enter the enlisted reserve.

Examination

Written Test—This examination will consist of a written mechanical aptitude test, on a scale of 100. This test will consist of problems in spatial relations, arithmetic, and simple mechanics.

Age and Citizenship—On the date of filing application, applicants: 1. Must have reached their 16th birthday, (except that persons who have not reached their 18th birthday may be employed only in accordance with State laws). There is no maximum age limit for this position.

2. Must be citizens of or owe allegiance to the United States.

Physical Requirements—Applicants must be physically capable of performing the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow employees.

Necessary forms may be secured: 1. From the Manager, Second U. S. Civil Service District, Federal Building, Christopher Street, New York.

2. At any first or second-class post office in the States of New Jersey and New York.

Ask for Announcement No. 2-192 (assembled).

Junior Procurement Inspector-Trainee

\$1,440 a Year

Open to Both Men and Women

Closing Date: Applications will be received until the needs of the service have been met.

Place of Employment: War Department, Eastern Procurement District, Army Air Forces Material Center, (Headquarters at 90 Church Street, New York, N. Y.) Eastern Procurement District comprises the States of Connecticut, Dela-

A FINE FUNERAL
Costs so much less at

Thomas M. Quinn & Sons, Inc.
LONG ISLAND'S LARGEST FUNERAL DIRECTORS

COMPLETE QUALITY FUNERAL
Including Casket, \$150
Over 60 Services

Long Island City: 36-10 BROADWAY
Phone AStoria 8-0700
Jamaica: 168-31 HILLSIDE AVENUE
Phone REpublic 9-8117

Flushing • Corona • Queens Village
46 YEARS OF KNOWING NOW

Special Courtesy to Civil Service Employees
CHAPEL WITHOUT CHARGE
Interment in All Cemeteries

NICHOLAS COPPOLA
Established 1912
FUNERAL DIRECTOR
4901 104th St., Corona, L. I.
Newtown 9-3400
508 E. Main St., Patchogue, PA. 350

RENT YOUR TYPEWRITERS
For Civil Service Examinations
From Tytell Typewriter Co.,
125 Fulton Street, N.Y.C.,
(Betw. William & Nassau Sts.)
Eckman 3 - 5335

KENNETH M. WILEY
CHIROPRACTOR
PALMER GRADUATE
JAMES W. LONG, Associate in Charge
JACKSON THEATRE BUILDING
Jackson Heights, L. I. HA. 9-2665

Anton Meister, Ph. C.
Palmer Scientific Chiropractor
Normal Flow of Vital Energy
Results from a Normal Delivery
Through Nerves
HOURS: 10-12 A. M.; 2-5 P. M.
and BY APPOINTMENT
139 East 95th St., N. Y. C.
(Nr. Lexington Ave.) SA. 2-7251

Leg Ailments
Varicose Veins, Open Leg Sores,
Phlebitis, Rheumatism, Arthritis, Eczema
TREATED WITHOUT OPERATIONS
BY LATEST METHODS.
EXAMINATION FREE
LEG AND ANKLES REDUCED
Daily 1-6 P.M.
Monday and Thursday 1-8:30 P.M.
NO OFFICE HOURS ON SUNDAY
L. A. BEHLA, M.D.
320 W. 86th St., New York City

DR. H. J. KORNBLUH
Surgeon Dentist
200 EAST 33rd ST., N. Y. C.
[Corner Third Avenue]
LEXington 2-8214

Dr. Mortimer R. Salmon
Surgeon Dentist
Telephone LOngacre 5-0891
33 W. 42nd St., Suite 1622

HAnover 2-2459 Fieldstone 3-6025
Howard F. Thompson
CHIROPRACTOR
HOURS BY APPOINTMENT
N. Y. C. Office
11 BROADWAY, Suite 833
BELLEROSE, L. I. OFFICE
241 - 26 87th AVENUE

DUKE HARRY
COLONIC IRRIGATIONS
Positively the Latest Scientific Method
in Colonics. All Large Rubber Tubes
Eliminated. Recommended by Many
Physicians. Modern Reclining Colonic
Tables. Male and Female Nurses.
By Appointment. Reg. Physiotherapist
152 W. 58th St. (Bet. 6th & 7th Aves.)
COlumbus 5-2806

Now's the Time to Get into U. S. Training Program

(Continued from Page Eighteen) has built his own receiver and transmitter, or has built such equipment for others;

(b) At least six months' of full-time, paid experience in some branch of technical radio work, or related electronic work, such as radio electrician, radio mechanic, radio engineer, etc.;

(c) The successful completion of at least two scholastic years of an electrical, telephone, or radio repairman course in a vocational or industrial senior high school (tenth grade and higher);

(d) The successful completion of a 6-months' technical radio course

of residential study in a radio school, including maintenance and repair of radio or related electronic equipment;

(e) The successful completion of one year of resident study in a school of engineering or technology of higher than secondary grade which has included courses in radio;

(f) The successful completion of a United States sponsored Engineering Defense Training course in telephone or radio work, including maintenance and repair; or

(g) The successful completion of a technical radio correspondence course in a school approved by a state, municipal, or other public educational system.

Applications will be accepted from students now in attendance in the resident courses described in (c), (d), (e), or (f), above, if otherwise qualified, who show that they expect to complete the required course not later than two months from the date of filing application. The names of such students who attain eligibility in this examination may be considered for appropriate vacancies when their ratings are reached on the list of eligibles, and if selected, provisional appointment may be made but they may not enter on duty until evidence of the successful completion of the required course is furnished. This evidence should be either an official statement from the institution attended, signed by a responsible official of that institution, or a statement by the eligible under oath showing the successful completion of the course required. Such statement should be submitted as soon as the course is completed to the Second U. S. Civil Service District Office, Federal Building, Christopher Street, New York, unless provisional appointment has been made, in which case it would be sent directly to the department or agency making the appointment.

B. No Written Test is Required. Applicants' qualifications will be judged from a review of their experience.

C. Sex.—The department or office requesting list of eligibles has the legal right to specify the sex desired. For the present vacancies, both men and women are desired.

D. Age and Citizenship. On the date of filing application, applicants:

1. Must have reached their 16th birthday, (except that persons who have not reached their 18th birthday may be employed only in accordance with State laws).
2. There is no maximum age limit for this position.
3. Must be citizens of or owe allegiance to the United States.

E. Physical Requirements. Applicants must be physically capable of performing the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow-employees.

erations), \$3,500 and \$3,800
Announcement 140 of 1941 and amendment.

AIRCRAFT INSPECTOR (Factory), associate, \$2,900
AIR CARRIER MAINTENANCE INSPECTOR, associate, \$2,900
Announcement 140 of 1941 and amendments.

FLIGHT SUPERVISOR, \$3,500 and \$3,800
Announcement 151 of 1941 and amendments.

GROUND SCHOOL SUPERVISOR, \$3,200 and \$3,500
Announcement 152 of 1941 and amendment.

LINK TRAINER OPERATOR INSTRUCTOR \$3,200

LINK TRAINER OPERATOR, \$2,900
Announcement 126 of 1941 and amendment.

MAINTENANCE SUPERVISOR, \$3,200 and \$3,500
Announcement 156 of 1941 and amendments.

TRAINEE, AERONAUTICAL INSPECTOR, junior, \$2,650
Maximum age—30 years
Announcement 202 (1942) and amendment.

Surgery
LABORATORY HELPER, Junior, \$1,440
(Continued on Page Twenty)

CASH or CREDIT
Goldsmith Quality Furniture
Furniture
172 Myrtle Ave. Brooklyn, N.Y.
Telephone TR. 5-1334
Selling Fine Furniture Since 1915

Stove 11.75
Egg \$
Pea \$10.00
Coke \$12.75
Buckwheat F. \$3.25

STOKER COAL OUR SPECIALTY
Immediate deliveries B'klyn & Queens
CHRYSLER COAL, COKE & OIL COMPANY, Inc.
EVERgreen 8-1661

AMALGAMATED COOPERATIVE APARTMENTS
3-4-5; also 6—2 Baths
Walk-up, off foyer arrangement
Incinerators - Refrigeration
Adjoining Public and High Schools.
\$39 to \$66
Office: 80 Van Cortlandt Park South, Bronx. Telephone MARble 7-4709.

To Relieve Misery of
COLDS
Take 666
LIQUID, TABLETS, SALVE, NOSE DROPS
Typewriters

RENT YOUR TYPEWRITERS
For Civil Service Examinations
From Tytell Typewriter Co.,
123 Fulton Street, N.Y.C.,
(Betw. William & Nassau Sts)
REekman 3 - 5335

COMPTOMETER OPERATORS
FILE CLERKS
GENERAL CLERKS
TYPISTS
Young women, 18-24 years of age, with high school education preferred.
APPLY EMPLOYMENT OFFICE
MONDAY THROUGH SATURDAY
8:30 TO 10 A. M.; 1:30 TO 3 P. M.
Western Electric Co.
100 CENTRAL AVE. KEARNY, N. J.
(22 minutes from Manhattan)

LIQUOR LICENSE
NOTICE is hereby given that wholesaler's wine license WW-36 to sell wine at wholesale, and wholesaler's retail wine license WR-317 to sell wine at retail for off-premises consumption have been issued to the undersigned under the alcoholic beverage control law in the premises located at 27 William Street, City and County of New York. Standard Commodities Corporation, 27 William Street, New York City.

Notice is hereby given that license No. RW 880, has been issued to the undersigned to sell beer and wine at retail in a restaurant under the Alcoholic Beverage Control Act, at 670 8th Avenue, City and County of New York for on-premises consumption. Midtown Spaghetti Inn, Inc., 670 8th Avenue.

How to Apply

A. File the following forms with the Manager, Second U. S. Civil Service District, Federal Building, Christopher Street, New York.

1. Application Form 6.
2. Supplemental Form AX-195.062.
3. Form 4008-AB.
4. Form 14 and proof of honorable discharge should be submitted by applicants who desire their records of service in the armed forces to be considered.

B. Necessary forms may be secured:

1. From the Manager, Second U. S. Civil Service District, Federal Building, Christopher St., New York.
2. At any first or second-class post office in the states of New Jersey and New York.

Aeronautical
See also Announcements 122 and 173 under "Engineering"

AIR SAFETY INVESTIGATOR, \$3,800.
Civil Aeronautics Board
Closing date—December 31, 1942, or before, upon public notice
Announcement 208 (1942) and amendment.

INSPECTOR, Engineering Materials (Aeronautical), \$1,620 to \$2,600 (Various options)
Navy Department (For field duty).
Announcement 54 Revised, 1941 and amendment.

The following positions are in the Civil Aeronautics Administration:

AIR CARRIER INSPECTOR (Op-

Automotive

AUTOMOTIVE SPARE PARTS EXPERT, \$3,200
Quartermaster Corps, War Department
Announcement 76 of 1941 and amendments.

INSTRUCTOR, \$2,000 to \$1,600
Armored Force School, Fort Knox, Kentucky
Options: Radial engines, Internal-combustion engines, Motorcycles, Automotive (chassis less engine), Radio operating, Radio electrical
Announcement 147 of 1941 and amendment.

INSTRUCTOR, Motor Transport, \$2,600 to 4,650
Quartermaster Corps, War Department
Options: Diesel engines; Internal-combustion engines; Motorcycles; Blacksmith and welding; Tire recapping and sectional repair; Fender, body, and radiator; Automotive parts; Automotive electrical and carburetion; Body finishing and upholstery; Automotive machinist; General
Announcement 212 (1942) and amendment.

Clerical and Office Machine

CALCULATING MACHINE OPERATOR, junior, \$1,440
Announcement 211 (1942).

MULTIGRAPH OPERATOR, junior, \$1,440
Announcement 231 (1942)

TABULATING EQUIPMENT OPERATOR, \$1,620 to \$2,000
Announcement 244 (1942).

The following are for appointment in Washington, D.-C. only:

ADDRESSOGRAPH OPERATOR, \$1,260 and \$1,440
Announcement 215 (1942) and amendment.

ALPHABETIC CARD-PUNCH OPERATOR, \$1,260
Announcement 86 of 1941 and amendments.

BLUEPRINT OPERATOR, \$1,260 and \$1,440

PHOTOSTAT OPERATOR, \$1,260 and \$1,440
Announcement 108 of 1941 and amendment.

FREIGHT RATE CLERK, Land Grant, \$2,600

PASSENGER RATE CLERK, Land Grant, \$2,600

FREIGHT RATE CLERK, \$2,300

PASSENGER RATE CLERK, \$2,300
Announcement 252 (1942)

GRAPHOTYPE OPERATOR, under, \$1,260
Announcement 201 (1942) and amendment.

HORIZONTAL SORTING MACHINE OPERATOR, \$1,260
Announcement 123 of 1941 and amendment.

MIMEOGRAPH OPERATOR, under, \$1,260
Announcement 227 (1942).

MULTILITH CAMERAMAN and PLATEMAKER, \$1,620

MULTILITH PRESS OPERATOR, \$1,440
Announcement 94 of 1941 and amendment.

STATISTICAL CLERK, assistant, \$1,620
Closing date—August 4, 1942
Announcement 234 (1942).

STENOGRAPHER, junior, \$1,440

TYPIST, junior, \$1,260
Announcement 224 (1942) and amendment.

TABULATING MACHINE OPERATOR, \$1,260 and \$1,440
Announcement 223 (1942).

Engineering
See also announcements under "Aeronautical" and announcement 104 under "Scientific"

CHEMICAL ENGINEER, \$2,600 to \$5,600
Any specialized branch
Announcement 163 of 1941 and amendment

ENGINEER, \$2,600 to \$5,500
All branches of engineering except chemical and marine, and naval architecture
Closing date—December 31, 1942, or before, upon public notice
Announcement 173 of 1941 and amendments.

ENGINEER, junior, \$2,000
All branches of engineering except aeronautical, and naval architecture and marine engineering
Announcement 172 of 1941 and amendments.

ENGINEER, junior, \$2,000
Options: Aeronautical, and naval architecture and marine engineering
Announcement 122 of 1941 and amendment

ENGINEERING AID, \$1,440 to \$2,600
Options: Photogrammetric, Topographic
Announcement 206 (1942) and amendment.

Marine
See also Announcements 159 and 160 under "Trades," and 122 above

EXPEDITER (Marine Propelling and Outfitting Equipment), \$3,200
United States Maritime Commission
Announcement 62 of 1941 and amendments.

INSPECTOR, Engineering Materials, \$1,620 to \$2,600
Navy Department (For field duty)
Options: Steel hulls, Mechanical, Electrical, Radio
Announcement 81 of 1941 and amendment.

INSPECTOR OF HULLS, assistant, \$3,200

INSPECTOR OF BOILERS, assistant, \$3,200
Bureau of Marine Inspection and Navigation, Department of Commerce
Announcement 213 (1942) and amendment.

INSPECTOR, Ship Construction, \$2,000 to \$2,600
Navy Department (For field duty)
Options: Electrical, Mechanical, Steel or wood hulls
Announcement 82 of 1941 and amendment.

SHIPYARD INSPECTOR: Hull, \$2,300 to \$3,800; Hull, Outfitting, \$3,200; Machinery, \$2,300 to \$3,800; Electrical, \$2,600 to \$3,500; Joiner, \$2,600 to \$3,500
United States Maritime Commission
Announcement 67 of 1941 and amendment

Ordnance

INSPECTOR, Naval Ordnance Materials, \$1,620 to \$2,600 (Various options)
Bureau of Ordnance, Navy Dept. (For field duty)
Announcement 95 Revised, 1941 and amendment

INSPECTOR, Ordnance Material \$1,620 to \$2,600
Ordnance Department, War Department
Announcement 124 of 1939 and amendments.

Medical

DENTAL HYGIENIST, \$1,620
Public Health Service; Veterans Administration; War Department
Announcement 111 of 1941 and amendment.

MEDICAL GUARD-ATTENDANT, \$1,620

MEDICAL TECHNICAL ASSISTANT, \$2,000
Mental Hygiene Div., Public Health Service
Options (Technical Assistant): Clinical laboratory, Pharmacy, X-Ray laboratory
Announcement 114 of 1941 and amendments.

MEDICAL OFFICER, \$3,200 to \$4,600 (15 options)
Public Health Service; Food and Drug Administration; Veterans Administration; Civil Aeronautics Administration; Indian Service
Announcement 130 of 1941 and amendment.

MEDICAL OFFICER—(Rotating Internship), Junior, \$2,000
(Psychiatric Resident), Junior \$2,000
St. Elizabeths Hospital (Federal Institution for Treatment of Mental Disorders), Washington, D. C.
Announcement 243 (1942).

MEDICAL TECHNICIAN, Senior, \$2,000
Options: General, Roentgenology
MEDICAL TECHNICIAN, \$1,620 and \$1,500
Options: General, Roentgenology.

HUDSON COLLEGE
THE SCHOOL OF BUSINESS OF ST. PETER'S COLLEGE
ACCESSIBLE:
20 Minutes from Downtown N.Y. 10-Minute Walk from Journal Sq.
ACCREDITED:
B.S. Fully Approved by New York and New Jersey
INEXPENSIVE:
Seven Dollars a Credit
Accounting
Business Economics
Mathematics
Liberal Arts
Apply NOW!
Classes Begin Sept. 23
Phone DElaware 3-5737
Address the
REGISTRAR
Boulevard at Montgomery
Jersey City

LONG ISLAND UNIVERSITY
WAR Program includes pre-induction training of Enlisted Reserve Corps quota.
Federal Loans for students majoring in Chemistry, Physics and Pharmacy, Government sponsored War Training courses.
The complete four year college course covered in three years.
For details write to the Admissions Office, 300 Pearl Street, Brooklyn.

NAME _____
ADDRESS _____
C.S.L.

EXPERT PREPARATION
FOR REGENTS AND ADMISSION TO COLLEGE OR PROFESSIONAL SCHOOL
Regents Exams in Our Building Our Diploma Admits to College
Thorough and Time-Conserving Day and Evening—Co-Ed
Enrollments now taken for New Term
BORO HALL ACADEMY
FULLY ACCREDITED RESULT-GETTING PREP. SCHOOL
DEKALB cor. FLATBUSH AVENUE, EXT.
Opp. Paramount Theatre BROOKLYN, N. Y.
MAIN 4-8558 REQUEST CATALOG

GOTHAM SCHOOL OF BUSINESS
Our defense secretarial courses prepare you rapidly for civil service, business and the army.
SHORTHAND • TYPING
BOOKKEEPING • COMPTOMETRY
BURROUGHS
Individual Instruction; Co-ed Days, Even. Moderate Fees.
214 MADISON AVE. (38th St.)
LEX. 2-3735

HAIR on FACE
We have helped thousands rid themselves of UGLY HAIR permanently by our Physician approved method.
FREE Trial Treatment
Personal Service by Jean Steele and Helen Andrews
ELECTROLYSIS TREATMENTS, INC.
2488 Grand Concourse, Bronx
FOrdham 5-6040
85 West 42d Street at Broadway
CHickering 4-0057

BRODY AGENCY
Henriette Roden, Licensee
Employment Specialists
MALE AND FEMALE
FINE OPPORTUNITIES FOR BEGINNERS AS WELL AS EXPERIENCED PERSONNEL
240 B'way (opposite City Hall Park) New York
BARclay 7-8135

GLASSES & CREDIT
EYES EXAMINED • GLASSES FITTED • PRESCRIPTIONS FILLED

NEW YORK STORE
GOLDIN'S
652 W. 181st STREET (NEAR B'WAY)

BROOKLYN STORE
KLEIN'S
6313 - 18th AVENUE (NEAR 64th St.)

PREPARE FOR the new N.Y.C.
ATTORNEY and LAW CLERK
CIVIL SERVICE EXAMINATIONS
LECTURE COURSES UNDER AUSPICES OF
NATIONAL LAWYERS GUILD
SPEAKERS INCLUDE
Distinguished attorneys experienced in operations and practices of City agencies including Prof. Wolf and Nathan Witt, both former executive secretaries of the National Labor Relations Board. Lectures devised to develop technique of analyzing concrete problems involved in the position.

Mimeographed Material Will Be Provided for Those Who Attend
Make Your Reservations Now At
NATIONAL LAWYERS GUILD
16 EAST 41st ST., N. Y. C. MU. 3-6475
12 Lectures, \$15 Guild Members (Special Fee), \$10
See The LEADER for Further Information About These Exams

MEDICAL ASSISTANT OR LAB. TECHNICIAN
New Courses Start Sept. 14th
 You can qualify in only 10 months for a fascinating, well-paid career in medicine as Medical Assistant or Medical Secretary. Day courses. Laboratory Technician evening course, 48 weeks. We have a greater demand for our graduates than we can supply. Free placement service. Ask for Bulletin L.

Est. 1929
Paine Hall 101 W. 31st St. New York City
 BRyant 9-2831
 Licensed by the State of New York

DRAFTEES!
 Quality for better Army rating and pay

LAB. & X-RAY TECHNICIANS
 are badly needed by Army. Enroll now! 24-week evening courses Lab. Technique Sept. 8 & 21. 12-week day course Sept. 28. X-Ray Technique Oct. 5. Bulletin L.L.

Est. 1929
Paine Hall 101 W. 31st St. New York City
 BRyant 9-2831
 Licensed by the State of New York



ARMED FORCES NEED
X-RAY TECHNICIANS
LAB. TECHNICIANS
 SHORT INTENSIVE COURSES
 Call or write for Booklet LX
MANDL SCHOOL
 62 W. 45th St., N.Y.C. MU. 6-1186

PREPARE NOW for
 Fine Opportunities in
WAR-DEFENSE Projects
DENTAL-MEDICAL ASSISTING
Medical Lab; X-RAY
 FOR MEN AND WOMEN
 REGISTER Now! Short Courses
 Free Employment Service. Get Book D.
Manhattan Assistants School
 60 E. 42d St. (Opp. Gr. Central)
 Telephone MU. 2-6234

ST. MARY'S HOSPITAL
ORANGE, NEW JERSEY
 Accredited School of **NURSING**
 Separate building; all new equipment; large recreation room; course 3 years. "College affiliation."
 Conducted by **SISTERS OF ST. FRANCIS**
 Requirements: Graduation From Accredited High School
 Apply Director of Nurses

The HARVEY SCHOOL
TRAINING X-RAY & ANALYTICAL TECHNICIANS
 Licensed by State of New York
 384 E. 119 St., N.Y.C. MU. Haven 9-6655
 Offers Intensive Courses of 2, 3, 4, 6 and 9 months in X-Ray Technic and Medical Analysis. Day-Evening Classes—Sept. 22 Hospital Volunteering. PLACEMENT SERVICE.

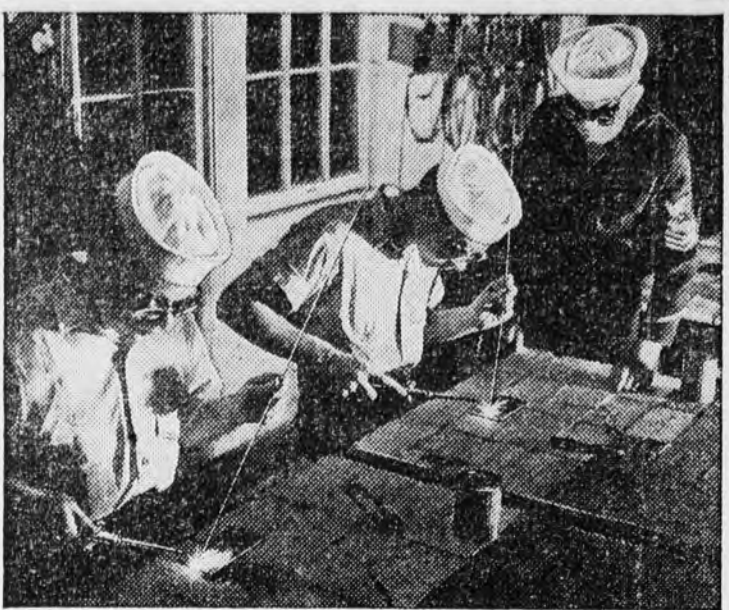
LOOK AHEAD!
EASTERN SCHOOL
 For Physicians' Aides
 Full term Sept. 28. Write or phone for Catalogue L.
 667 Madison Ave., New York • RE. 7-2448

For civil service information, phone the Civil Service LEADER's branch office at Walker 5-7449. Or come in person. The address is 112 Christopher Street, half a block from the Federal building.

NEW YORK SCHOOL OF MECHANICAL DENTISTRY
 Dental Technicians are needed by the Army, Navy and private industry. This is a war or peace permanent career for men and women. Day and Evening. Easy terms. Oldest school. Call, write or phone for FREE BOOK "C"

125 WEST 31 ST. - NEW YORK CITY - TEL. CHIC. 4-3994

SAILORS LEARN METALWORKING



Enlisted men in the U. S. Navy and Naval Reserve have the opportunity to learn more than fifty different trades and vocations. This schooling, worth hundreds of dollars, is free, and the sailors are paid their regular Navy pay while learning.

One of the most popular trades chosen by the bluejacket is metalworking. Pictured here are two enlisted men receiving instruction in acetylene welding from a quali-

fied Navy instructor. Courses included at the metalworker's school are blacksmithing, oxy-acetylene welding, arc welding and cutting, coppersmithing, sheetmetalworking, general metalsmithing and boilermaking.

Any ambitious and patriotic young man will be given the chance to qualify for one of the Navy trade schools if he enlists for service in Uncle Sam's new "Two-Ocean" Navy.

U. S. Tests

(Continued from Page Nineteen)
Options: General, Roentgenology
 Announcement 243 (1942).
ORTHOPEDIC MECHANIC, \$2,000
Options: General, Bracemaker, Shoemaker and Leatherworker, Limbmaker
 Announcement 204 (1942) and amendment.
PHYSICIAN, The Panama Canal, \$4,000
 Maximum age—50 years
 Announcement 211 (1942) and amendment.
PHYSIOTHERAPY AIDE, \$1,620 and \$1,800
Options: (Junior grade): General, Neuropsychiatric hospitals
 Announcement 24 Revised, 1941 amendment.
PHYSIOTHERAPY AIDE, student, \$420 (Less a deduction of \$360 a year for subsistence and quarters)
PHYSIOTHERAPY AIDE, apprentice, \$1,440
 War Department
 Announcement 117 of 1941 and amendment.
VETERINARIAN, \$2,000 and \$2,600
 Bureau of Animal Industry, Dept. of Agriculture; Public Health Service; War Dept.
 Announcement 143 of 1941 and amendment.

Announcement 194 (1942) and amendment.
DIETITIAN, Staff, \$1,800
 Announcement 41 of 1941 and amendments.
FINGERPRINT CLASSIFIER, assistant, \$1,620
 Bureau of Navigation, Navy Department
 Announcement 226 (1942).
INSPECTOR, Defense Production Protective Service, \$2,600 to \$5,600
 War Department
 Announcement 180 of 1941 and amendment.
INSPECTOR, Hats, \$2,000; Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000; Textiles, \$1,620 and \$2,000; Clothing, \$1,620 and \$2,000
 Quartermaster Corps, War Department
 Announcement 142 of 1940 and amendments.
INVESTIGATOR, junior, \$2,600
 Maximum age—55 years.
 Announcement 232 (1942) and amendment.
INVESTIGATOR, \$3,200 to \$4,600
 Materiel Division, Air Corps, War Department (For field duty)
 Announcement 171 of 1941 and amendment.
PERSONNEL OFFICER, \$4,600 to \$6,500
PERSONNEL ASSISTANT, \$2,600 to \$3,800
 Announcement 243 (1942).
LITHOGRAPHER (Artistic or Mechanical), \$1,440 to \$2,000
 Announcement 205 (1942) and amendment.
TRAINING SPECIALIST, \$2,600 to \$5,600
Options: General (Diversified techniques), General (Motion picture technique), Trade and Industrial
 Announcement 129 (1942) and amendment.

Nursing

GRADUATE NURSE, The Panama Canal, entrance salary—\$168.75 a month
Options: General staff duty, Psychiatry
 Maximum age—35 years
 Announcement 142 of 1941 and amendments.
GRADUATE NURSE, junior, \$1,620
 Public Health Service; Veterans Administration; Indian Service
 Announcement 88 of 1941 and amendments.
NURSING EDUCATION CONSULTANT, \$2,600 to \$4,600
 Public Health Service; Federal Security Agency
 Announcement 250 (1942).
PUBLIC HEALTH NURSE, \$2,000
 Indian Service, including Alaska; Public Health Service
GRADUATE NURSE, General Staff Duty, \$1,800
 Indian Service, including Alaska
 Announcement 242 (1942).
PUBLIC HEALTH NURSE, junior, \$1,800
 Public Health Service; Indian Service
 Announcement 240 (1942).
PUBLIC HEALTH NURSING CONSULTANT, \$2,600 to \$5,600
 Public Health Service; Children's Bureau, Department of Labor
 Announcement 225 (1942).

Miscellaneous

BINDERY OPERATIVE (Hand and Machine), 66 cents an hour
 Government Printing Office
 Announcement 230 (1942) and amendment.
COAL MINE INSPECTOR, \$3,200 to \$4,600
 Bureau of Mines, Department of the Interior
 Maximum age—55 years
 Announcement 106 of 1941 and amendments.
CUSTODIAL OFFICER, junior, \$1,860 (Men only)
 Bureau of Prisons, Department of Justice
 Maximum age—58 years
 Closing date—August 11, 1942
 Announcement 239 (1942) and amendment.
DEPARTMENTAL GUARD, \$1,200

Radio

See also Announcement 175 under "Engineering."
COMMUNICATIONS OPERATOR, junior, \$1,620 (High-Speed Radio Equipment)
 Signal Service at Large, War Department
 Announcement 20 of 1941 and amendments.
RADIO MECHANIC-TECHNICIAN, \$1,440 to \$2,600
 Announcement 134 of 1941 and amendments.
RADIO MONITORING OFFICER, \$2,600 and \$3,200
 Federal Communications Commission
 Announcement 166 of 1941 and amendment.
RADIO OPERATOR, \$1,620 and \$1,800
 Announcement 203 (1942) and amendment.
RADIOSONDE TECHNICIAN, senior, \$2,000
 Announcement 128 of 1940 and amendment.

Scientific

See also Announcement 163 under "Engineering."
ASTRONOMER, junior, \$2,000
 Naval Observatory, Washington, D. C.
 Announcement 179 of 1941 and amendment.
CHEMIST (Explosives), \$2,600 to \$5,600
 Announcement 162 of 1941 and amendment.
CHEMIST, junior, \$2,000 (Open only to women)
 Announcement 219 (1942) and amendment.
CHEMIST, \$2,600 to \$5,600
 Announcement 235 (1942).
INSPECTOR, Powder and Explosives, \$1,620 to \$2,600
 Ordnance Department, War Department
 Announcement 104 of 1940 and amendments.
METALLURGIST, \$2,600 to \$5,600
 Announcement 238 (1942).

SCHOOL DIRECTORY

- LISTING OF CAREER TRAINING SCHOOLS**
ACADEMIC & COMMERCIAL—COLLEGE PREPARATORY
 Boro Hall Academy—DeKalb and Flatbush Ext., Brooklyn—Regents accredited—MAIN 4-8558.
 Eron School—853 E'way (Cor. 14)—Day, Eve., Regents Accredited—ALgonquin 4-4882.
- ACCOUNTING MACHINES**
 Accounting Machines Institute—221 W. 57th St.—Day and Evening Classes. IBM Accounting, Machines, Tabulators, Sorters and Key Punches—Circle 5-6425.
- AERO COMMUNICATIONS**
 Melville Aeronautical Radio School—45 W. 45th St.—BRyant 9-8876. Open to 10 P. M.
- AIR CONDITIONING**
 N. Y. Tech—108 5th Ave.—Welding, drafting, refrigeration, heating, radio, CHelsea 2-6330.
- AIRCRAFT WELDING**
 Citizens Prep Center—9 W. 61st St.—State Licensed—Day & Evening Short Course—Easy terms.—Circle 6-4970.
- AUTO DRIVING INSTRUCTION**
 Bill's Auto Driving School—171 Worth St. (opp. State Bldg.)—WOrth 2-6990
- AVIATION PRODUCTION MECHANIC**
 Delehanty Institute—11 E. 16th St.—Day and Eve. Classes—State Licensed. STuyvesant 9-6900.
- BANK EXAMINER**
 N. Y. School of Banking—World Bldg., 63 Park Row—Intensive review course, Wed.-Fri. 7-9 P.M. Also home study material. REctor 2-4371.
- BENCH ASSEMBLY—AVIATION**
 Delehanty Institute—11 E. 16th St.—Day and Eve. Classes—100 hr. Course—STuyvesant 9-6900.
- BUSINESS MACHINES**
 Delehanty Institute—11 E. 16th St.—Day and Evening Classes—Card Punch, Comptometry—STuyvesant 9-6900.
 Brooklyn Business Machine School—7 Lafayette Ave.—Comptometry, Billing, Bookkeeping, Typing—Day and Evening—ST 3-7660.
- CARD PUNCH OPERATOR**
 Delehanty Institute—11 E. 16th St.—Day and Eve. Classes—STuyvesant 9-6900
 Accounting Machine Institute—221 W. 57th St.—Day and Evening Classes. IBM Accounting Machines, Tabulators, Sorters, and Key Punches—Circle 5-6425.
- CIVIL SERVICE**
 Delehanty Institute—115 E. 15th St.—City, State and Federal Examinations. Day and Evening Classes—STuyvesant 9-6900.
- DRAFTING**
 Delehanty Institute—11 E. 16th St.—Complete 500-hr. Course—Day or Eve. STuyvesant 9-6900.
 New York Drafting Institute—276 W. 43d St.—Day and Evening Classes. Wisconsin 7-0366.
 Manhattan Technical Institute—1823 Broadway (59th)—Day and Evening Classes—Circle 5-7857.
 Mondell Institute—230 W. 41st St.—Day & Evening Classes—Wisconsin 7-2085.
- FINGERPRINTING**
 Delehanty Institute—11 E. 16th St.—Course—Day or Eve.—Class now forming New York School of Fingerprints—22-26 E. 8th St.—Introductory course for fingerprint expert. GRamercy 7-1268.
 The Faurot Finger Print School—240 Madison Ave.—Evening Classes—ASHland 4-5346.
- LANGUAGES and BUSINESS**
 Poza Institute, 1133 Broadway—English and Spanish Commercial Courses. CHelsea 2-5470.
- LATHE OPERATION & MACHINIST**
 Citizens Prep Center—9 W. 61st St.—State Licensed—Day & Evening Short course—Easy terms—Circle 6-4970.
- MACHINE SHOP**
 Delehanty Institute—11 E. 16th St.—Day & Evening Classes—200-300 hr. Courses—STuyvesant 9-6900.
 Lurz Machine School—1043 6th Ave. (near 39th St.)—Day and Evening Classes—PE. 6-0913.
 Practical Machinist School—109 Broad St.—Machinist school only. BO. 9-6498.
- MECHANICAL DENTISTRY**
 New York School of Mechanical Dentistry—125a W. 31st St.—Day and Evening Classes—Employment Service—Free Booklet—CHickering 4-3994
- RADIO—TELEVISION**
 Radio Television Institute—480 Lexington Ave.—Laboratory Training—Day and Evening Classes—PLaza 3-4585—Dept. L.
- SECRETARIAL SCHOOLS**
 Delehanty Institute—Day and Evening Classes. Branches in Manhattan, Jamaica, Newark—Main office, 120 W. 42d St.—STuyvesant 9-6900
 Combination Business School—Civil Service Preparation—139 W. 120th St.—UNiversity 4-3170.
 Lamb's Business Training School—370 Ninth St., at 6th Ave., Brooklyn—Day and Evening Classes—Individual Instruction—SOuth 8-4236.
 Merchants and Bankers Business School—55th Year—Day and Evening—220 East 42d St.—MU. 2-0956.
 Riverside Business & Secretarial School—Short Defense Courses, Beginners, Reviewers. Inexpensive.—2061 Broadway, N. Y. C. (72d St.)—TR. 4-2191.
- SIGNAL CORPS TRAINING**
 Melville Aeronautical Radio School, 45 W. 45th St., N. Y. C.—Aero. Com. Radio prepares you for Signal Corps.
- TABULATING MACHINE OPERATION**
 Accounting Machines Institute—221 W. 57th St.—Day and Evening Classes. IBM Accounting Machines, Tabulators, Sorters and Key Punches—Circle 5-6425.
- X-RAY AND LABORATORY TECHNICIANS**
 Harvey School—384 E. 149th St.—Day and Evening Classes—MO. 9-6653.
- WELDING**
 Delehanty Institute—11 E. 16th St.—Day and Evening Classes—224-hr. Course—STuyvesant 9-6900.

CAREER DIRECTORY

- (Continued from Page Eleven)
Traffic Management and Transportation
 (C.C.N.Y., N.Y.U.)
 Academy of Advanced Traffic, 206 Broadway, RE. 2-5374.
 N. Y. Business Institute, 11 W. 63d St., SU. 7-4400.
 Traffic Managers Institute, 134 Nassau Street.
 Y.M.C.A., 5 W. 63 St., 32 wks.—\$85
- Watchmaker**
 Standard Watchmakers' Institute, 111 W. 111 St. MO. 2-3919.
- Welding**
 (Also given in various high schools.)
 Acme Trade Sch., Inc., 103 W. 64th St. 9-6900.
 Aeronautical Trade School, 295 Jericho Tpke, Floral Park.
 Bedford Welding Sch., 788 So. Boulevard, Bronx, DA. 3-6157. (Also teaches Chipping and Caulking.)
 Bronx Sch., 730 Whitlock Ave., DA. 3-3519.
 Citizens Prep Center, 9 W. 61st St., Cir. 6-4970.
 Delehanty Institute, 11 E. 16th St. ST. 9-6900.
 Dunn's Welding Sch., 1153 Atlantic Ave., Bklyn., NE. 8-7493.
 Faust, P.O. Box 85, Jericho, L. I., Syosset 188.
 Haller Welding Sch., 620 Bergen St., B'klyn., NE. 8-8847.
 Hercules Welding Sch., 153 St. and Grand Concourse, Bronx, ME. 5-7311
 Mechanical Industries Tech. Institute, 31-28 Queens Blvd., ST. 4-4791.
 N.Y. Tech., 108 Fifth Ave. CH. 2-6330.
 N.Y. Trades Sch., 312 E. 67th St., RE. 4-1987.
 Rollable Welding Sch., 859 60th St., B'klyn., WI. 8-1766.
 Smith School of Welding, 250 W. 54th St. CO. 5-0697.
 Technicians Institute, 244 W. 14th St. WA. 9-8220.
 Wicks Welding Sch., 24-15 Bridge Plaza, L.I.C. ST. 4-5348.
 Y.M.C.A., 1115 Bedford Ave., B'klyn. MA. 2-1100.
- Window Display**
 Display Institute, 8 East 44 St MU. 2-5567.
 Trapbagen School, 1630 Broadway. CO. 5-2543.
- X-Ray Technician**
 (See Laboratory Technicians.)

Language Service Center
 ALL LANGUAGES
 Portuguese, Russian, Spanish, etc.
 INSTRUCTION • TRANSLATION
 Study Books • Portuguese a specialty
 Lewis Bertrand, Director
 18 E. 41st St. LEXington 2-8838

PRACTICAL NURSING
 COURSE
PREPARING FOR LICENSE AS
Practical Nurse in N.Y. State
 AGE 19 TO 30 2 YRS. HIGH SCHOOL
 Maintenance and Allowance Provided
CALEDONIAN HOSPITAL
 Brooklyn, N. Y. BUckminster 2-6100

MADISON SCHOOL
 OF BUSINESS
 1601 KINGS HIGHWAY BROOKLYN
 ESplanade 5-6800

DRAFTING
 MEN & WOMEN
 It's easy to get into Drafting by our individualized home study method
MECHANICAL AVIATION ARCHITECTURAL ELECTRICAL BLUEPRINT READING
NO CLASSES
 Prepare in your spare time. Go as fast as you please. School 44 years old. Thousands of graduates. Tuition payments low as \$3 monthly. Write for information.
 AMERICAN SCHOOL, Dept. L-4
 130 W. 42d St., N.Y.C. AGO.....

Name

Address



Follow the Leader for Bargain Buys

Delayed Birth Registration

The birth certificate situation has driven so many people completely insane, figuratively, that it has almost become a national scandal. Joe Doaks, from Painted Post, has often had to dig up the family undertaker, age circa '96, to prove that he is his father's son—just to get a defense job.

A much needed service in this connection is now provided by E. Frank Kelly, 507 Fifth Avenue, who has agents in all the States, and has made a complete survey of the "birth certificate situation."

Where the parents or doctor failed to record the birth, he secures proper documentary forms for delayed registration, and he has even obtained a copyright on his "Kelley Procedure for Delayed Birth Registration." He is so proud and confident in his system that you get back the \$5 which he charges, if he doesn't produce a certificate. If you have ever gone on one of those chases, needless to say—W-h-e-w! It's a miracle!

Blind Items

One of the so-called "blind" items in buying is the prescription of glasses. So much depends on the skill of the person making the prescription, and the skill and reputation of the person fulfilling the prescription, that most persons do not know what a fair price in this field is. As a matter

of fact, very few people know the difference between the duties of an oculist, optician and an optometrist.

The oculist is a physician who gives examinations and treats ailments. The optician is merely a technical expert who fills prescriptions, such as a pharmacist does for medicinals. The optometrist may do both—examine and fill prescriptions, but is not usually a physician. Several agencies have been formed to give special service on glasses, but the law prohibits them from advertising their prices.

A number of opticians claim to give special consideration to civil service employees, among them the Union Square Optical Company at 147 4th Avenue. Many trade unions and fraternal organizations have taken advantage of their unusual service, and they have been the official opticians for the Civilian Conservation Corps in New York. Their prices run as low as \$3.95 for single vision glasses, including moderately priced frames.

Hair Specialist

The bald spot is always a subject of peculiar sensitivity to young men, and has been a subject of so many jokes as well as so much frustration that most persons are willing to throw up their hands and say, "Well, nothing can be done about it."

In many cases this is quite true, but in certain types of skin ailments, medicinals and massage have been able to do a great deal to check dandruff and consequent falling hair.

Adele Wybrant claims to have discovered a herb product that stimulates hair growth, and she offers the rather unusual slogan: "No hair, no pay." As proof she takes photographs before and after treatment, and you can watch your own bald spot disappear if her treatment helps you.

Famous Sweets

It is common gossip at a group of the post office stations on the lower east side that if you want a really nice gift package, you have to go to Belle Fruit and Candy Shoppe. They make most of their own candies and some really "splendid" fruit baskets. Particularly famous are their liquid-filled gum drops, lemon, raspberry and orange.

Parcels for Britain

American soldiers have already won the envy of British girls because they manage to pull out of their pocket precious pieces of candy, which are the real pre-war stuff to the English. Recently a shipload arrived in Liverpool, but the sweets are still available almost exclusively at Army camps, where doughboys get double rations on the British standard.

The British Food Parcel Service at 535 Fifth Avenue sends packages of sweets and other things to Britain and Ireland with almost anything we have here that they can't get in full measure there. And are those packages God-sends!

Music and Appreciation

Professor Julius Pruever, who won international fame as director of the Berlin Philharmonic Orchestra, is giving instruction these days and evenings at 114 East 85th Street. For those who have always wanted to know what modern music was all about, he gives lectures on music appreciation, and tries to give a deeper understanding of symphonic, operatic and chamber music. Incidentally, he goes under the name of New York College of Music.

Bargains in Dresses

In a stately, old brownstone mansion at 42 East 80th Street, Marion Weil has a rather unusual shop where she offers exceptional values in dresses, coats and suits of fine quality, at prices ranging from \$10.95 to \$49.50.



Business DIRECTORY

THE FIRMS AND SERVICES LISTED BELOW HAVE BEEN VISITED BY A LEADER REPRESENTATIVE AND HAVE AGREED TO GIVE SPECIAL CONSIDERATION TO LEADER READERS.



Birth Certificates

BIRTH CERTIFICATES
SERVICE IN ALL STATES
SAVE TIME AND RED TAPE
OUR FEE IS VERY SMALL
You Get Certificate or Money Refunded
For Information and Cost
Send Date and State of Birth
E. FRANK KELLEY
507 Fifth Ave. New York, N. Y.
At 42d St. MURRAY HILL 2-2444

Convalescent Home

Valley Rest Home for
Chronic and Aged
"IN THE COUNTRY"
Special consideration to Civil Service
VALLEY REST HOME
21-7 Street, Valley Stream, L. I.
Phone A.M. Valley Stream 9164

Dancing

DANCING
THURSDAY, SATURDAY, SUNDAY
EVENINGS
From 8.30 P. M. Till 1.30 A. M.
Special Price to Civil Service
AT THE
PLAZA
Opp. Brooklyn Paramount Theatre
At B.M.T., I.R.T., IND. Subway Stations

Discount House

Bicycles—Silverware
Reduce-o-Matic Machines
AND MOST OF THE HARD TO GET
ITEMS IN STOCK
Special This Week
Ladies Genuine Leather Wallets
69c. value \$1.25
Ration Card Cases 69c. value \$1.25
Save Up to 50% on Nationally
Advertised Products
Call or Write for Free Bulletin
**Municipal Employees
Service**
41 Park Row CO. 7-5390
(Opposite City Hall Park)

Electrolysis

ELECTROLYSIS
Skilled Electrolysis. 21st Year
SATISFACTION GUARANTEED
Endorsed by Physicians. Consultation Free
EDNA B. HANFORD
45 West 34th St. N. Y. City
Opposite Hotel McAlpin

Funeral Homes

William Schlemm, Inc.
Three Modern Funeral Homes
Jersey City—Union City—Hogota
Funerals \$150 Up to Higher Brackets
Service Wherever Needed
Call BERGEN 4-0411—UNION 7-1000
or HACKENSACK 2-6568

Furs

J. T. VIDAL
25 years of reliability
MERS. OF FINER
FURS
"Quality, Plus Economy"
is his watchword. Furs to fit your individuality at savings of 40% to 50% because you buy direct from a manufacturer. Convenient payment terms arranged.
J. T. VIDAL, 231 W. 29th St. LO. 5-1347

Home Repairs

Phone GLENMORE 5-4797 Est. 1910
MILTON R. GOUGH
SHEET METAL WORK
Asphalt, Slag and Rubberoid Roofing
Roofs Repaired and Painted
8 ELDERT STREET at Broadway
Brooklyn, N. Y.

Instruction

Piano Ensemble Playing
To Develop Skill in Sight-Reading
N. Y. COLLEGE OF MUSIC
114-116 East 85th St. N. Y. City
(Between Park and Lexington Ave.)
BU. 8-9377

Instruction

FINGERPRINT SCHOOL
LEARN TO BE A FINGERPRINT
TECHNICIAN IN A MODERNLY
EQUIPPED LABORATORY
Practical Experience Given
REGISTER NOW FOR FALL TERM
The FAUROT Fingerprint School
240 Madison Avenue, New York, N. Y.
ASHLAND 4-5346
Licensed by the State of New York

Loans

MONEY For Fall Needs?
Ladies, Are You in Need of
MONEY For Your Fall Outfit?
If So, See Us.
LOANS: \$50.00 to \$300.00
No Red Tape — Prompt
Confidential — Service
SARATOGA LOAN CO.
2059 Fulton Street
Brooklyn, N. Y. FO. 9-7777

United Pledge Society, Inc.

860 EIGHTH AVENUE, N. Y.
(Between 51st and 52d Sts.)
**LIBERAL LOANS ON
UNIFORMS**
CARE GUARANTEED
Ask for Jack Gorta

MONEY TO LOAN

\$10 to \$300
Civil Service Employees Credit
Is Good With Us
WESTCHESTER FINANCE CO.
412 S. Broadway Yonkers, N. Y.
YONKERS 3-6770
519 Main Street, New Rochelle
New Rochelle 6-3880
387 East Fordham Road FO. 4-2230
344 East 149th St. ME. 5-4013

Men's Shops

POPULAR BRANDS
at
CUT-PRICES
MEN'S SHOES

Not All Sizes
In Every Make
45 CORTLANDT ST., Manhattan
435 FULTON STREET, BROOKLYN
Oil Burner Conversion

FRANK A. CARUCCI, Inc.

General Contractors
Modernization and Conversion
Carpentry — Painting
Plumbing — Heating
Government Electrical
Conversion From — Oil to Coal — Don't Delay
Estimates at Once
No Down Payment—36 Months to Pay
Consideration to Civil Service Employees
2649 NOSTRAND AVE. BROOKLYN
NAVARRE 8-3100

J. RUSSO

Plumbing & Heating Corp.
Conversion Specialists from
OIL TO COAL
ESTIMATES MADE IN ORDER
Attend Now—Avoid October Rush
Gov't Demands Conservation of Oil
Civil Service Workers Given
Immediate Attention
267 East 164th Street JE. 7-4737

MILTON STERN

Optometrist
473 9th Ave., N. Y. C.
(Bet. 36th-37th Sts.)
MEDALLION 3-3047

UNION SQUARE

OPTICAL
147 FOURTH AVE.
Bet. 13th & 14th Sts., N.Y.C. GR. 7-7555
Single Vision Glasses Complete, \$3.95
As Low as
Eyes Examined by Eye Specialist (M.D.)

MAURICE HOENIG

CYPTOMETRIST
Eyes Examined Scientifically
2312 Seventh Avenue N.Y. City
(Between 135th and 136th Streets)
AUdubon 3-7510 Open Until 7 P.M.
Special Attention to Transit Workers
and Families

Pants

PANTS
We Match Pants to Your Coat or Vest
\$2.95 to \$9.95
Large Assortment of Slacks
ALBEE PANTS SHOP
Boro Hall Section
441 Fulton St. (nr. Smith)

Restaurant

J. BREITFELLER'S
Restaurant
14 Reade St. (cor. Elk), New York City
THE MEETING PLACE FOR
Federal, State and all Civil Service
Employees and their families.
"FOOD AT ITS BEST"

Smoking Pipes

SACHS HONEY BRIAR
Imported aged Briar. No stain or varnish.
Free drawing, dry smoke. Cooling
chamber. Assorted shapes. Lifetime
guarantee. Only \$1.50 postpaid.
SACHS PIPES
5435 Myrtle Ave. Brooklyn
Near Wyckoff, Opp. Madison Theatre
Pipe Makers Since 1887

Storage

Storage for Household Goods
in Our Fireproof Warehouse
PRIVATE ROOMS
EXPERT PACKERS FOR CHINA,
GLASS-WARE and BREAKABLES
The Eagle Warehouse & Storage
Company of Brooklyn, Inc.
28 Fulton Street Brooklyn, N.Y.
Telephone for Estimate—MAIN 4-5560

Uniforms

NAVAL UNIFORMS
Hyman Gruskin, Inc.
The Finest in Hand Tailored Uniforms,
in stock. Custom Built Naval Uniforms,
Insignia, at prices that can't be equaled.
HYMAN GRUSKIN, Inc.
144 Sands Street, Brooklyn
Will allow a special discount to the
bearer of this advertisement.

MANDLOWITZ UNIFORM

WE REPAIR YOUR OLD UNIFORMS
AT NOMINAL COST.
Official Manufacturers of LETTER
CARRIERS' Uniforms for New York
and Brooklyn
384 EAST HOUSTON STREET, N. Y. C.
GRAMERY 5-8597

Upholstery

(Established 1890)
Chelsea Upholster Shop
N. Daphnor, Proprietor
UPHOLSTERING
FURNITURE REFINISHING
Cushions, Slip Covers and Mattresses
Draperies and Venetian Blinds
Re-Caning and Rush Seating
519 West 28th St. N. Y. City
CHICKERING 4-3758 - 2808

War Insurance

AIR RAID WARDENS
and all other
Civilian Defense Workers
Accident Insurance for War Injuries
Pays \$5,000 for Death—Up to \$500 for
Medical and Similar Expenses
Cost Only \$5.00
Phone Call or Write
DUNCAN MACD. LITTLE
and associates
INSURANCE BROKERS
80 Maiden Lane New York City
WHITEHALL 3-9536-7-8

**\$5,000 CIVILIAN WAR INJURY
POLICY. COSTS \$5. COVERS
HOSPITAL - MEDICAL - SURGICAL
SERVICES & DEATH BENEFIT.** No restriction as to age or
physical condition.

Wines and Liquors

Phone NEVINS 8-8495
CUMBERLAND
Wine and Liquor Corp.
Cumberland and Fulton Streets
Brooklyn, N. Y.
Phone Orders Promptly Delivered

Women's Dresses

Clothes of
Distinction...
DRESSES • COATS • SUITS
EXCEPTIONAL VALUES
Dresses range from
\$10.95 to \$49.50
Faultlessly Styled . . .
The Finest Quality in Workmanship
MARION - WEIL
Ladies Apparel
42 East 80th St. BU. 8-8140
(Just East of Madison Ave., N.Y.C.)
BU. 8-8140

CLASSIFIED ADVERTISEMENTS

Funeral Directors
COMPLETE FUNERALS as low as \$125
Free chapel. Financed to meet conditions.
Chas. Peter Nagel, 352 E. 87th St.
N. Y. C. ATwater 9-2221.

Help Wanted—Agencies

A BACKGROUND OF SATIS-
FACTION in personnel ser-
vice since 1910. Secretaries,
Stenographers, File—Law Clerks, Switch-
board Operators, Brody Agency (Hen-
riette Roden, Licensee), 240 Broadway
Barclay 7-8183.

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

For Sale

STENOTYPE Machine, New, with corre-
spondence course, Call Barclay 7-8192
or Walker 5-0608.

Insurance

LEON BENOFF, 391 East 149th Street,
N. Y. C. Fire; savings on automobile
insurance; special service to Civil Service.
Tel. ME. 5-6984.

Apartments and Real Estate

79th ST. — 315 WEST
THE OLIVER HASTINGS
"A Residence of the Better Type"
Roof Garden — Switchboard — Kitchen
Facilities — Hotel Service
SINGLE ROOMS \$5 WEEKLY, UP
Doubles \$8 wkly. up; 2 Rms. \$12 wkly. up

103d St. — 202 WEST

HOTEL CLENDENING
"A FRIENDLY ATMOSPHERE"
Known as one of the most reasonable
hotels in the neighborhood.
A ROOM FOR TWO, \$3
2 rms., bath, \$13 wkly.—3 rms., bath, \$16

Furnished Rooms—East Side

87th St. and East River Drive

EAST END HOTEL

FOR WOMEN

RATES INCLUDING MEALS

FROM \$9 WEEKLY

Comfortable, all-year 'round home
in the Grace Square neighborhood.
Roof Garden and Balconies, over-
looking the Drive and East River.
Attractive, lounge, library, recreation
room and reception parlors. Excellent
food.
TRANSIENTS ACCOMMODATED
Butterfield 8-6499

Real Estate for Sale

JAMAICA—Two-story brick. Two
stores and two apts. on Linden and
Buttlin Blvd. Fully rented, value \$12,000.
Will sacrifice, \$7,500.
VARRICCHIO
111-40 Lefferts Boulevard VI. 8-5445

Boarding

BARBOUR HOUSE—330 W. 80th—A Resi-
dence for young men and women.
Rates include breakfast-dinner. Delight-
ful lounges. Bowling, dancing, bridge;
 congenial atmosphere.

Advertisement

Advertisement

CAREER BUILDING BOOKS

ARMY AND NAVY

U.S. ARMED FORCES, 64 pages. Illustrated book on the Organization and Methods of Army, Navy, Air Force and Marines Warfare. Insignia of all Armed Forces in full colors. 25c. Authentic Publications, 192 Broadway.

U.S. NAVAL ACADEMY GUIDE, Service Academy Series. This official Guide, compiled by the Maryland WPA Writers' Program, gives a short history of the Academy, discusses its customs and traditions, and describes the life of the midshipmen. 32 pages of pictures including prints from the famous Franklin D. Roosevelt Collection. \$2. Devin-Adair Company, 23 East 26th St., N. Y. C.

RANDOLPH FIELD, A HISTORY GUIDE, Service Academy Series. Compiled by Texas Writers' Project. Official Guide to the "West Point of the Air." This book will tell every air-minded young man in the land just what to expect in training, plus 32 pages of historical illustrations and pictures of current life at the field. \$2. The Devin-Adair Company, 23 East 26th Street, N. Y. C.

AVIATION TRADES

CLOUDS, AIR AND WIND. By Eric Sloane. In this Primer of Flight Meteorology, Eric Sloane is the first to simplify this important subject—using the Sloane Thought-Picture Method to implant firmly in the mind of the flyer the fundamentals of cloud formations and weather. 76 pages, 9x12. Mostly illustrations. \$3. The Devin-Adair Company, 23 East 26th St., N. Y. C.

CIVILIAN DEFENSE

WAR GASES, THEIR IDENTIFICATION AND DECONTAMINATION. Presents the first steps in the civil defense against poisonous war gases namely, the detection, sampling and identification of the chemical warfare agents and the measures for decontamination of affected areas and materials. By Dr. Morris B. Jacobs, Chemist City of New York, 180 pages, 6x9, \$3.00. Interscience Publishers, 215 Fourth Ave., N. Y. C.

WHAT TO DO IN AIR RAIDS. 48 pages. Full of useful information including a detailed First Aid Section with 40 illustrations. 25c. Authentic Publications Co., 192 Broadway.

CIVIL SERVICE

CIVIL SERVICE ARITHMETIC. A study manual aimed at building up this vital part of every test. 50c. Civil Service Leader, 97 Duane St., N. Y. C.

CLERK (GRADE 1 STUDY MANUAL). Practical material for Typist Qualifying Test. 1,001 questions—3 previous exams. \$1. Civil Service Leader, 97 Duane St., N. Y. C.

OPPORTUNITIES IN GOVERNMENT EMPLOYMENT. This comprehensive volume shows you everything about how to get a government job—Federal, State or Municipal. No matter what type of work you do or what kind you would like to do, it reveals your chances, shows what's required. \$1. Civil Service Leader, 97 Duane St., N. Y. C.

FILING

FILING THEORY AND PRACTICE (5th Edition). Includes complete rules and examples of modern alphabetizing. A self teachable unit with filing guides in the book. Economical practice material, covers all filing systems. Used by commercial schools all over United States. \$2.50. A smaller abbreviated 6th Edition. \$1.25. N. E. H. Hubbard & Co., 150 Nassau St., N. Y. C.

GENERAL AND TECHNICAL EDUCATION

THE BLUE BOOKS. Simplified texts in Question and Answer form, ideal for home study. Shows you What to Study and How. Published in the following subjects: Civics, Arithmetic, Elementary Algebra, Physics, Physical Geography, Biology, Chemistry, Grammar and Composition, Literature, Ancient History, Modern History, American History, Economics, Spanish, French, Latin. 60c per book. Regents Publishing Co., 45 E. 17th St., N. Y. C.

JOB GUIDANCE

SHE'S OFF TO WORK: A Guide to Successful Earning and Living, by Dr. G. F. Alsop and Mary F. McBride. Shows ambitious young woman not only how to get a job, but how to plan a career, how to get along with people at home and in business, in short, how to become a truly successful person, thoroughly adjusted to a happy, independent life. \$2.50. Vanguard Press, 424 Madison Ave., N. Y. C.

YOUR RIGHTS AS AN EMPLOYEE AND YOUR EMPLOYERS OBLIGATIONS. (And vice versa.) A popular interpretation of the Social Security Law, Wage and Hour Law, National Labor Relations Act and other laws for the protection of Labor's Rights. 96 pages, 25c. Authentic Publications Co., 192 Broadway.

KNITTING INSTRUCTION

THE COMPLETE BOOK OF PROGRESSIVE KNITTING, by Ida Riley Duncan, instructor Wayne University. This unusually thorough book appears at a time when the art of knitting as a hobby and as a business has reached unprecedented popularity. The treatment of this subject is entirely new. It does away with the centuries-old method of following standard, one-for-all directions, replacing them with concrete formulas, which will insure the knitter a perfect fit for any garment or accessory she may choose to knit. **THE COMPLETE BOOK OF PROGRESSIVE KNITTING** is lavishly illustrated with 211 plates and diagrams explanatory of the text. No book has ever been written which approaches this work for completeness, simplicity and usefulness. It is the standard work on this fascinating and practical subject. 400 pages. \$2.50. Liveright Publishing Corp., 386 Fourth Ave., N.Y.C.

LANGUAGES

CONCISE CHARTERED SPANISH GRAMMAR (With Exercises and Vocabularies). By United States Foreign Service Officer Edwin Schoenrich (18 years in the Service. Now on duty in the Dept. of State). An easy to understand and thorough text suitable for self study. Teaches accurate use of Spanish with minimum effort. 250 pages, \$2.50. N. E. H. Hubbard & Co., 150 Nassau St., N. Y. C.

MACHINE SHOP

GEARS AND GEAR CUTTING—F. J. McCamm. Deals with methods of cutting all types of gears, including spur gears, helical gears, spiral and screw gears. \$2. Chemical Publishing Co., Inc., 234 King St., Bklyn, N.Y.

MATHEMATICS

ALGEBRA, THE LANGUAGE OF MATHEMATICS. A clear, practical presentation of algebraic fundamentals. Emphasis upon everyday life applications of algebra. 540pp. \$1.40. Lyons & Carnahan, 76-9th Av., N.Y.C.

AN OUTLINE OF PLANE TRIGONOMETRY.—Simon Lopata. Simple, complete outline of trigonometry. Used successfully for Army Entrance I.Q. Examinations, for Army and Navy Advancement Examinations, defense courses, and home study. Complete and clear, containing numerous examples and problems, it is easily followed and understood by the beginners. Essential for all who seek advancement. A self-guide for the beginner, a complete review for the more advanced. 75c. Barrons College Reviews, 37 Germania Place, Brooklyn, N. Y.

PERSONALITY IMPROVEMENT

THINKING ON YOUR FEET, by Louis Nizer. Hardly anyone of us has not at some time during his life hoped, or feared that he would be called upon "to say a few words." This book is the answer to his prayer that he might get up on his feet and say just the right thing. The book offers not merely entertainment, but instruction and wisdom. \$2.50. Liveright Publishing Corp., 386 Fourth Ave., N. Y. C.

PHYSICS

UNIT OUTLINES IN PHYSICS—A complete outline of high school physics. Ideal for a home-study course or a rapid review of fundamentals before examinations. Abundant diagrams, type problems with solutions, exam papers, tabular summary for last-minute bird's-eye view of the subject. 320 pp. 60c. College Entrance Book Co., Inc., 104 Fifth Avenue, New York City.

NEW PHYSICS GUIDE AND LABORATORY EXERCISES. Excellent self-

COUPON

..... Publishing Co.

Gentlemen:

Please send us titles listed below.

.....

I enclose to cover cost. Send C.O.D.

NAME

ADDRESS

CSL

study aid. Many illustrations of principles of physics plus a wealth of problems material. 360 pp. \$1.00. Lyons & Carnahan, 76-9th Ave., N.Y.C.

RADIO

RADIO PHYSICS COURSE—Alfred A. Ghirardi. Leading textbook used by U. S. Signal Corps, U. S. Navy and industrial concerns for training beginners in the basic fundamentals of radio. Includes electricity, sound, television. Qualifies you at home—quickly as technician for any branch of civilian or military radio. No previous radio or electrical knowledge needed—starts at very beginning. Acclaimed everywhere as the most complete, easily understood radio book. 508 illus., 972 pp., \$5. Radio & Technical Publishing Co., 45 Astor Place, N. Y. C.

AN-HOUR-A-DAY-WITH-RIDER SERIES. Fundamental books every radio beginner should read to provide solid foundation for advanced study. These books provide basic information and are written in an easily understood style. (1) On Alternating Currents in Radio Receivers. (2) On Resonance and Alignment. (3) On Automatic Volume Control. (4) On D-C Voltage Distribution in Radio Receivers. Hard covers. 90c each. John F. Rider Publisher, Inc., 404 Fourth Ave., N.Y.C.

SERVICING BY SIGNAL TRACING. Explains the most fundamental system of radio servicing used by thousands of professional servicemen. U. S. Coast Guard and U. S. Navy are but two of many Governmental institutions to have adopted it. This book is also an exposition of the fundamental functioning of all radio receivers. 360 pages. \$3.00. John F. Rider Publisher, Inc., 404 Fourth Ave., N. Y. C.

CATHODE RAY TUBE AT WORK. A universally used testing device in radio and electrical fields, the cathode ray tube—giving accurate information about electrical wave forms—is invaluable in radio maintenance operations, laboratories and electrical research. This book explains its functioning and how it is employed in the Oscilloscope. 338 pages. \$3.00. John F. Rider Publisher, Inc., 404 Fourth Ave., N. Y. C.

FREQUENCY MODULATION. Explains FM, the latest development in radio. Introduces the principle underlying this new type of radio transmission and the maintenance of FM receivers. 136 pages. \$1.50. John F. Rider Publisher, Inc., 404 Fourth Ave., N. Y. C.

SHORTHAND

SELF-INSTRUCTION IN SHORTHAND.—John Bryant, Editor of Pitman's Journal. Clear, concise, complete. Contains 18 lessons with exercises. 31 pages. Pitman System used by millions. Postpaid 35c U. S. Stamps. Mitchell Home Studies, Room 1103-A, 55 W. 42d St., N. Y. C.

Practical Aids For Clerk Test

The purpose of the study material which follows is to aid persons who are filing for the Clerk Grade 1 examination. It will prove valuable, however, to those participating in clerical examinations of all kinds—including Federal. The material will cover problems of judgment; vocabulary; grammar; arithmetic; reading comprehension.

Start now! The answers to the practice questions below will appear in next week's issue, together with additional material.

9. "Because telephone directories contain printed pages, they are called books." This statement assumes most nearly that (a) some books do not contain printed pages, (b) not all telephone directories are books which contain printed pages, (c) material which contains printed pages is called a book, (d) all books which contain printed pages are called telephone directories.

10. "Mr. Cross must be using a budget because he has been able to reduce his unnecessary expenses." On the basis of only the material included in this statement, it may most accurately be said that this statement assumes that (a) all people who use budgets lower certain types of expenses, (b) some people who do not use budgets reduce unnecessary expenses, (c) some people who use budgets do not reduce unnecessary expenses, (d) all types of expenses are reduced by the use of a budget.

11. Of the following, the main purpose of tabulating a set of figures is that (a) interpretation is facilitated, (b) computational accuracy is assured, (c) pictorial representations lend themselves to

easy evaluation, (d) any set of figures must be based upon prior arithmetical calculations.

12. Of the following, the least important characteristic of a tabular presentation of data is that (a) decimals are rounded off to the nearest whole number, (b) the title appears at the top, (c) entries are correct, (d) the title is brief.

13. "To print tabular material is always much more expensive than to print straight text." It follows nearly that (a) the more columns and subdivisions there are in a table, the more expensive is the printing, (b) the omission of a number and title from a table greatly reduces the expense of printing, (c) it is always desirable to substitute straight text for tabular material, (d) a graphic presentation should always be substituted for a table in order to save money.

14. The circumstances under which a person-to-person telephone call should be made occur when the person calling (a) wishes to make the least expensive type of telephone call, (b) is certain that the person to be called is at his desk waiting for the call, (c) believes that the person to be called is not likely to be present to receive the call, (d) is seeking information which is probably known by all the members of an office, rather than only a single person.

15. A check which customarily states on its face the purpose for which the money is paid is most properly termed a (a) certified check, (b) cashier's check, (c) voucher check, (d) personal check.

Answers to last week's questions:

1. B 2. C 3. D 4. D 5. C
 6. D 7. C 8. B

WELFARE NEWS

Will the 5-day-week-Saturday-skeleton staff setup continue in the Welfare Department? Employees are wondering as fall draws nigh, and no answer has yet been forthcoming from Commissioner Aronstein, who apparently must make the final decision. . . . That big USO and Allied War Relief dance at the Hotel Astor will bring in lots of cash, according to all indications. It's due Friday evening, September 1. The Astor has given its Grand Ballroom at low cost. The only other cost will be the orchestra. This dance winds up the first part of Welfare's program to help the war. Best work in the city. . . . Emergency Welfare Boards are bringing employees together outside of office hours. Meetings take place in all kinds of spots, and the way things look, if we have a bombing in NYC, day or night, the right people will be on the job, to interview the citizenry, maintain contact with the borough post office, distribute funds and clothing vouchers. There's even a section devoted to lost children, working with the children's agencies in town. . . . Most important busi-

ness currently in the department is apple-picking, peach-picking and bean-pulling. The Welfare Department has pledged a certain number of men and women to help the farmers along the Hudson, who are experiencing a labor shortage. Relief clients are being told they should pitch in because this helps the war. They're paid 35c to 50c an hour. Shelter is free. USO provides entertainment. Investigators like this part of their duties. . . . In process of formulation is an idea for a committee in each office to work with the administrator when a re-alignment of caseload is to take place. Part of the general efficiency program of the department. . . . For the first time in the history of the department, case supervisors have permission (after consultation) to pay a fee to a private agency which will get a man a job. Working with two agencies now. . . . Without charge at all, Dr. Cornell, of the New York State Educational Council, has undertaken to do a job of vocational guidance with relief clients sent to him. He'll even take on middle-aged clients. . . . Orchids to you, Doc.

Study CORNER

THE RADIO AMATEUR'S HANDBOOK. (American Radio Relay League, West Hartford, Conn., \$1.)

A text-book at several of the radio schools, this volume is a manual for amateur radio communicators all over the world. Jammed with formulas, graphs, electrical and radio fundamentals, and literally thousands of principles, this is practically a text book in the field of radio, from fundamentals through learning the code.

Thoroughly indexed, with 289 pages, it presents a valuable dollar's worth.

THE SHIPS AND AIRCRAFT OF THE UNITED STATES FLEET—By James C. Fahey. (Ships and Aircraft, 1265 Broadway, New York, N. Y., \$1.)

A sort of Jane's for the United States Fleet, this is a catalog of United States ships and aircraft, illustrated with almost 200 actual photographs of American equipment. Each type is described with date of initial production, power and capabilities. With apparently little restraint, all the available material on the subject seems to be thoroughly condensed into 64 packed pages of facts, figures and photographs.

CITY PATROL CORPS MANUAL—By Arthur R. Macoskey. (The Eagle Library, Inc., 50c.)

A thoroughly handy pamphlet, this discusses government, rules of conduct, laws pertaining to arrest and evidence, handling of fires, bombs, explosives, burns, gases, etc., and just a bit about first aid.

HOME NURSING—By Dorothy Deming. (Little, Brown & Co., \$1.)

A handy pamphlet of "know how" on keeping healthy, written on the elementary school level, and extensively illustrated with pastel pictures. Told in story form, the book describes the life of Harold, Judith, etc., the troubles they get into, and how they can take care of themselves.



Clerk, Grade 1

The Complete preparation for the current New York City Civil Service Test.

CONTENTS

• Previous Exams; Government; Office Practice; Filing Exercises; Filing Systems; Grammar and English; Following Directions; Name and Number Comparisons; Spelling; Arithmetic; Trial Test.
 165 pages, 1128 questions \$1.25

Attorney (U. S.)

Hundreds of test type questions. Two complete examinations. Contracts, Real Property, Constitutional Law, Criminal Law. A thorough preparation by means of sample questions. This Book is a "must for you if you're taking any of the Federal Attorney or Law Clerk Examinations. And this holds true whether you're a seasoned solicitor or a last year law student." \$1.50

Under Inspector (Trainee)

Arco's "Mechanic-Learner" is the book for this test. Contains relevant material, questions, answers on:
 Spatial Relations
 Arithmetic
 Simple Mechanics
 Hundreds of questions.
 110 pages\$1.00

Jr. Professional Asst.

Hundreds of samples of the three types of test questions.
 Vocabulary
 Judgment
 Reading Interpretation
 Scaled Trial Test
 A Wealth of Practice Material in 99 pages\$1.00

Get The Guide That You Need Now!
 Sold at

LEADER BOOKSHOP

FOR MAIL ORDERS:

Civil Service LEADER
 97 Duane Street, N. Y. C.
 Please rush the ARCO book entitled:

 I am enclosing \$..... (check, money order).
 NAME
 ADDRESS
 CITY

Want to Become An Expert On War Films?

The Institute of Film Techniques at the City College, starting its second year September 24th, is expanding its program to meet the increased need for war film personnel...

Outstanding movie experts will be among the lecturers.

"Newest development in the fact film field is the employment of women film technicians," Mr. Jacoby told THE LEADER.

Registration will begin September 15th at the Main Building of the City College, Convent Avenue and 139th Street.

Columbia Assn., Transit, Holds Entertainment

The Columbia Association of the Transit System, N. Y. C. IND. division, held its third annual entertainment and dance Sept. 4 in the Queensland, 1710 Cornelia Street, Ridgewood.

Meeting to Discuss Civil Service Rights

The Committee for Preservation of the Merit System is holding a meeting on Wednesday evening, September 9, in the auditorium of the Chanin Building, 122 East 42nd Street.

Board of Ed Has Varied War Courses

(Continued from Page Sixteen) years, 30 to 40 hours, \$63 to \$100. Radio Mechanic—Five years, 30 to 40 hours, \$63 to \$100. Gas and Electric Welder—One year, 30 to 40 hours, \$63 to \$100.

Machinists Meet Again

A regular meeting of the Brotherhood of Certified Civil Service Machinists and Helpers of the City of New York will be held Sept. 11 in Germania Hall, 160 3d Avenue, Manhattan.

Amusement Parade

By Joseph Burstin



BETTY GRABLE in "Footlight Serenade," a 20th Century-Fox production, coming to the Roxy Theatre tomorrow.



DICK JURGENS and his famous orchestra heads the "in person" show at the New York Strand Theatre with the screen feature "Across the Pacific."



RITA HAYWORTH one of the stars in the star-studded "Tales of Manhattan" which opens at the Radio City Music Hall on Sept. 17.

Film of the Week

"Across The Pacific" is the new Warner Bros. adventure thriller, with Humphrey Bogart, Mary Astor and Sydney Greenstreet, now playing at the NEW YORK STRAND THEATRE.



Dudley Nichols, noted Hollywood writer, has reported to R K O Radio Pictures to complete preparations on "This Land Is Mine," marking his debut as a producer.

"Talk of the Town" Playing to Big Crowds

TALK OF THE TOWN, currently showing at the Radio City Music Hall, and starring Cary Grant, Jean Arthur and Ronald Colman, has established itself as the hit of the town.

Directed and produced by George Stevens, "Talk of the Town" is a scintillating blend of high comedy, thrilling suspense and stirring drama.

Nite Life

The irrepressible Jerry Kirkland, who is doubling as host and entertainer at CERUTTI'S has introduced a new tune which is dedicated to new Army officers.

stellar feminine role opposite George Raft in "Background to Danger," which Raoul Walsh is directing for Warner Bros., with Sydney Greenstreet and Peter Lorre as the chief supporting players.

Movies

"WAKE ISLAND"

A Paramount Picture With BRIAN DONLEVY MacDONALD CAREY ROBERT PRESTON RIVOLI THEATRE BROADWAY and 49th STREET

HUMPHREY BOGART in Warner Bros. Jap-Slapping Sensation "ACROSS THE PACIFIC"

In Person DICK JURGENS and His Orchestra Also LYNN, ROYCE & VANYA WALTER NILSSON AIR-CONDITIONED STRAND B'WAY & 47TH ST. SALUTE IN SEPTEMBER! Buy a Bond for Every Mother's Son in Service

RADIO CITY MUSIC HALL 50th STREET and 6th AVENUE

Stirring Drama and Spirited Fun CARY GRANT • JEAN ARTHUR • RONALD COLMAN "THE TALK OF THE TOWN" A GEORGE STEVENS PRODUCTION A Columbia Picture ON THE GREAT STAGE

OPENING TOMORROW John Betty Victor

Payne - Grable - Mature "FOOTLIGHT SERENADE" A 20th Century-Fox Picture PLUS BIG STAGE SHOW ROXY 7TH AVE. 50TH ST. SALUTE OUR HEROES!! BUY WAR BONDS AT THE ROXY

DINE AND DANCE

ZIMMERMAN'S HUNGARIA AMERICAN HUNGARIAN 169 W. 40th St., East of Broadway

Famous for its Food. DINNER FROM \$1. Lively Floor Show at 7:30, 10:30, 12:30. Gypsy and Dance Orchestras. Continuous Music and Dancing from 6 P.M. to Closing. No Cover. No Minimum. Air Conditioned. LQ. 8-0116.

Hotels - New York City

Hotel Knickerbocker An Economical Place to Live! 120 WEST 45TH STREET, NEW YORK

RESORTS

Ellenville, N. Y.

ARROWHEAD LODGE

is happy to announce a dynamic summer program. Scheduled: A Victory Swing Orchestra. Directors: Sam Levinson, Howard Cordury.

New Windsor, N. Y.

RESORTS

Hopewell Junction, N. Y.

HILLTOP Lodge ON BEAUTIFUL SYLVAN LAKE 65 Miles from N.Y.C.

Woodbourne, N. Y.

CHESTERS Full's the time for a stimulating vacation... especially so at Chesters.

Restaurants

MAMA RITZ KOSHER Dairy and Vegetarian Restaurant Serving Civil Service Employees

PLUM POINT IN THE FALL

Plum Point is never more enticing than in the Fall when the sun is gentle, the keen air invigorating, and nature's colorings so delightful.

PLUM POINT ATTRACTIVE RATES FREE BOOLEY New Windsor, N.Y. Newburgh 4270

HERE IS A LISTING OF 59 BOOKS WHICH WILL GIVE YOU SUBSTANTIAL RETURNS IN BETTER EARNING POWER. MOST OF THEM ARE PRICED AT \$1.

Build Your Career With Books

These Study Books Are Prepared to Help You Get a Better Rating on Civil Service Tests.

YOU CAN PLAY A BIGGER, BETTER PART IN THE BATTLE OF PRODUCTION IF YOU STUDY FOR A DEFENSE TRADE.

FOR BETTER PAY IN DEFENSE JOBS

IN GOVERNMENT SERVICE

- 211. HOME TRAINING FOR CIVIL SERVICE PHYSICAL EXAMS**—Francis P. Wall. A practical manual for candidates for the Patrolman examination and other tests requiring proof of physical ability, written by the New York City Civil Service Commission's special consultant. \$1.
- 25. JR. CUSTODIAL OFFICER.** Test Type questions. \$1.
- 26. FINGERPRINT QUIZZER.**—650 questions and answers, 10 annual sets of fingerprints, previous State and Federal exams. \$1.50.
- 28. GENERAL CIVIL SERVICE TEST GUIDE.** A handbook of preparation for all civil service general tests and intelligence tests. Various types of questions are studied and best approach to each is given. There is plenty of practice material. \$1.50.
- 29. CIVIL SERVICE ARITHMETIC.** A study manual aimed at building up this vital part of every test. \$1.00.
- 31. YOUR FEDERAL CIVIL SERVICE — VICE** — James C. O'Brien and Philip P. Marenberg. A book for every man interested in securing employment in the government service. Equally valuable to those already in the service. It discusses informally, yet completely, the Federal civil service process from the time an individual fills out an application for a civil service job until the day he retires from the service. \$2.50.
- CS 22. CIVIL SERVICE TRAINING FOR STENOGRAPHERS, TYPISTS, AND CLERKS.** by Edwin Riemer. A training course for candidates for all exams. Contains regulations, preliminary tests, general information, dictation, copying, matching, tabulation, spelling, vocabulary, arithmetic. \$1.40.
- CS4. CLERK (GRADE 1 STUDY MANUAL).** Practical material for Typist Qualifying Test. 1,001 questions—3 previous exams. \$1.
- CS6. CLERK, Grades 2 and 3.** An Arco study manual. \$1.50.
- CS7. JUNIOR - SENIOR TYPIST STENOGRAPHER.** Contains material for intensive typing preparation, stenography and dictation, spelling, grammar, punctuation, letter-writing, office practice, sample questions and answers. \$1.
- CS 21. INTRODUCTORY COURSE FOR FINGERPRINT EXPERT.** by Mary E. Hamilton. A mimeographed textbook prepared by the principal of the New York School of Finger and Footprints. \$2.

- H11. MACHINE SHOP ARITHMETIC.**—Colvin-Chenley. Shows how shop problems are worked out and why. Includes gear cutting, metric system, etc. 139 pages. \$1.
- AT1. LATHE JOB TRAINING UNITS.** A self study book. \$1.
- AT2. DRILL PRESS JOB TRAINING UNITS.** \$1.
- AT3. OUTLINE OF COLLEGE ALGEBRA.** A complete review course. \$1.
- AT4. ARMATURE WINDING** — A practical book on construction, winding and repairing of alternating current and direct current motors and generators, with practical connection diagrams. \$2.
- AT5. BLUEPRINT READING FOR THE MACHINE TRADES**—A practical handbook on reading, working, assembly, scale, manufacturing, tool, and installation drawings.
- AT6. HOW TO DESIGN AND INSTALL PLUMBING**—Materials and Methods of Standard Practice with self-help questions. \$3.

- AT7. TOOL MAKING** — Toolroom tools and equipment, heat treating processes, production methods, production and machine tools. \$3.50.
- AT8. ENGINEER-CUSTODIANS MANUAL** — With examination questions and answers for engineers, custodians, firemen, building superintendents, etc.
- AT9. CARPENTRY** — A Practical treatise on simple building construction, including framing, roof construction, exterior and interior finish of buildings, building forms and working drawings. \$2.
- AT10. HOW TO ESTIMATE FOR THE BUILDING TRADES.** Covers carpentry, masonry, lath and plaster, marble and tile, air conditioning, electrical wiring, sheet metal, plumbing linoleum, glass, painting, hardware. \$4.75.
- D117. PRINCIPLES OF DIESEL ENGINES**—H. H. Morrison. A complete handbook of Diesel operations. 216 pages, well illustrated. \$1.49.
- D25. HOW TO FIT YOURSELF FOR DEFENSE JOBS.**—Shows how to select and find the best job in a defense industry, which jobs pay the highest wages, where free training is offered, best places to apply for jobs, how to get ahead faster. 25c.
- 243. PRELIMINARY AIRPLANE DESIGN**—R. G. Wilson. A practical book on how to design an airplane used on experiences in teaching Air Corps officers at Wright Field. \$1.

- HAWKINS LIBRARY OF ELECTRICITY \$1.00 Per Volume**
- 230. GUIDE No. 1—Dynamoes, Armatures.** Contains 348 pp., 385 illus.
- 231. GUIDE No. 2—Motors, Testing.** Contains 348 pages, 394 illus.
- 232. GUIDE No. 3—Wiring, Batteries.** Contains 300 pages, 423 illus.
- 233. GUIDE No. 4—Alternating Current.** Contains 270 pages, 379 illus.
- 234. GUIDE No. 5—Converters, Rectifiers.** Contains 320 pp., 614 illus.
- 235. GUIDE No. 6—A.C. Systems.** Contains 298 pages, 472 illus.
- 236. GUIDE No. 7—Power Stations.** Contains 316 pages, 436 illus.
- 237. GUIDE No. 8—Wireless, Lighting.** Contains 332 pages, 436 illus.
- 238. GUIDE No. 9—Motion Pictures.** Contains 322 pages, 627 illus.
- 239. GUIDE No. 10—Modern Applications.** Contains 513 pp., 599 illus.
- 240. PRACTICAL MATHEMATICS OF AVIATION**—A. E. Downer. Covers arithmetic, equations, formulas, graphs, ratio, proportion, percentage, right triangle, and simple mechanics. With diagrams, exercises and trigonometric tables.
- 241. AIRCRAFT BLUEPRINT READING**—H. V. Almen and R. K. Mehl. A how-to-do-it book covering machined parts, sheet metal and formed parts, assembly details, major assembly blueprints and schematic diagrams. \$1.
- 242. AIRCRAFT SHEET METAL WORK**—Bench and Repair Work —H. Edward Boggers. An aid to the mechanic and the beginner. Stress is laid on manipulative skills in making layouts, computing, cutting and drilling, bending and rolling sheet metal, stretching and shrinking, forming and bumping, repairs, etc. \$1.



- CH173. ENGINEER'S MANUAL.**—For designers, draftsmen, toolmakers, turners, fitters, erectors, foundrymen and all those engaged in mechanical engineering. 253 pages. \$2.50
- 206. BOOKKEEPING MADE EASY**—Alexander V. Sheff. A simplified handbook of business accounting, covering accounts, journals, bank statements, discounts, assets, business practice, business organization, percentages, business mathematics, insurance, taxes, investments. Self-testing exams. \$1.
- D107. JIGS, TOOLS & FIXTURES.** Covering the drawing and design of equipment for practically all modern machine tools. 209 pages. \$4.
- 205. SHORTHAND & TYPEWRITING.**

SELF-TAUGHT—Charles E. Smith. A complete course in one volume covering shorthand, typewriting, business English, secretarial training, business correspondence. Includes many exercises and self-testing examinations. \$1.

OPPORTUNITIES IN GOVERNMENT EMPLOYMENT

60 This comprehensive volume shows you everything about how to get a government job — Federal, State or Municipal. No matter what type of work you do or what kind you would like to do, it reveals your chances, shows what's required. For instance, it lists 100 questions most commonly asked about government service and gives authoritative answers. It provides samples of tests given postal clerks, mail carriers, railway postal clerks, stenographers; gives samples of aptitude and proficiency tests used in federal, state and local civil service examinations; samples of entrance examinations used for Annapolis and West Point, tests used in selecting foreign service officers. It reveals the opportunities open in your locality. New Revised Edition, with chapter covering National Defense. **\$1**

Text Books Priced from \$2 to \$5

CIVILIAN DEFENSE

- CD11. AIR-RAID WARDEN** — J. W. Lambert. Basic training used in training thousands of wardens. Revised to incorporate practical suggestions prompted by actual field experience. Includes special chart of war-gases and war-burns. \$1.
- CD12. CIVILIAN DEFENSE OF THE UNITED STATES** — Colonel R. Ernest Dupuy, G.S.C., and Lieutenant Hodding Carter, F.A. For the leaders of communities and for every individual who wants to serve his country as effectively as possible. It covers every phase of the organization of the home front—from soup kitchens to air-raid precautions, from evacuating civil populations to combating enemy-inspired rumors. \$2.50.
- CD13. WOMEN FOR DEFENSE** — Margaret Calkin Banning. An informative and stimulating book. Should be read by women of every interest and circumstance, all over America. Written by one of the best-known writers in America, also one of the most able of women leaders. \$2.50

- 224. WELDER'S GUIDE.** Concise treatise with questions and answers on the theory, practical operation and maintenance of all welding machines. Both electric and oxy-acetylene. Over 400 pages—fully illustrated—and easy to understand. Get this practical information in handy form for yourself. \$1.
- 222. SHIPFITTER'S GUIDE**—Explains all about the—Parts of a Steel Ship—Marine and Shipbuilding Terms—Shipfitter's Duties—The Mold Loft—From the Loft Room to the Hull—Plan Reading—Templates — Repairing Templates—Loft Work—Liners—Duplicating—Lifting—Rivets and Riveting—Pictorial Supplement. \$1.
- AU221. SHIPFITTER'S HANDY BOOK**—For loftsmen, welders, riveters, anglesmiths, flange turners and all ship mechanics. \$1.
- 223. AUDEL'S ANSWERS ON PRACTICAL ENGINEERING.** Deals largely with the foundation principles which govern the practice of steam engineering. Contains 288 pages fully illustrated handsomely bound and printed and is in every way a first-class book. \$1.
- D106. LATHWORK.** A practical guide to the use of the engine and tool-room lathe, setting and operation of capstan, turret and automatic lathes. 119 pages. \$2.

- D804. AIRCRAFT INSTRUMENTS**—George E. Irvin, President, Irvin Aircraft Schools, Ltd. Describes in detail all types of aircraft instruments — engine, navigation, and flight — and makes plain the fundamentals of their construction and operation. It gives further complete methods for installation, use, testing, trouble-finding, and repair. Everything you need to know about aircraft instruments in a single volume! The full treatment is in accordance with manufacturers' recommended methods and airlines' procedures for all operations covered, and includes copyrighted information from these sources as well as working charts, formulas, tables, trouble-finding lists, etc., not heretofore available in a single book. 525 pages, 545 illustrations. \$5.
- D108. AUDEL'S BLUEPRINT READING.** Takes you step by step, in easy stages, to a full knowledge of blueprints and working drawings. 352 pages. \$2.
- D109. AUDEL'S MATHEMATICS & CALCULATION FOR MECHANICS.** A comprehensive study of the whole subject of mathematics, especially arranged to give the greatest amount of help in the shortest space of time. \$1.50

- D110. AUDEL'S MACHINISTS & TOOLMAKERS HANDBOOK.** Covers modern shop practice in all its branches. 1650 pages. \$4.
- D111. AMERICAN MACHINIST HANDBOOK.** A reference book of machine shop and drawing room data, methods and definitions. 1387 pages. \$4.
- D112. FORD SHOP THEORY.** A quick working knowledge of the basic tools, machines and instruments and the fundamental operations of machine shop work. 267 pages. \$1.25.
- D113. BLUEPRINT READING FOR THE MACHINE TRADES.** \$2 pages. \$1.25.

SHORTHAND AND TYPEWRITING

Self Taught

A COMPLETE COURSE IN ONE VOLUME

BY CHARLES E. SMITH

"MUST'S" FOR THE LIBRARY

- 53. NEW BOOK OF ETIQUETTE**—Lillian Eichler. Completely revised and brought up-to-date. 500 pages fully indexed. Etiquette for dinners, dances, engagements, weddings, parties, visiting cards, correspondence, service of beverages, etc. Formerly \$4. Now \$1.
- B27. SIGHT WITHOUT GLASSES**—Dr. H. M. Peppard. Simple eye-muscle exercises that have proven they can restore normal vision if patient has no degenerative eye disease. Form. \$2. Now \$1.
- 128. ROGET'S THESAURUS: In Dictionary Form.** For the first time—ONLY \$1! Standard word book for every writer, student, speaker, teacher, business man. Thousands of new words, foreign words, expressions. Patented dictionary form—quicker to use—indexes. Originally \$3. Now \$1.
- 201. ARE YOU A GENIUS?** Test your I. Q. by Robert A. Streeter and Robert G. Hoehn. A light volume with 8 tests and tons of miscellaneous material that proves something or nothing. \$1.
- 174. THE BUSINESS ENCYCLOPEDIA**—Edited by Henry Marshall. Covers all business subjects—banking, law, letter writing, arithmetic, advertising, selling, business English, credits, collections, etc. Form. \$5. Now \$1.
- 800. WELL-BRED ENGLISH**—Lillian Eichler. How to Choose words, pronounce them correctly, express your ideas effectively, converse easily — by author of New Book of Etiquette. Formerly \$2. Now \$1.
- 852. THE FAMOUS ROTH MEMORY COURSE.** Over a million copies sold of this simple, concise way to remember names, dates, facts, faces, numbers, as long as you live. NOW ONLY \$1.

A Desk Book of 25,000 WORDS FREQUENTLY MISPRONOUNCED

FRANK D. COLEMAN

207. 18,000 WORDS OFTEN MISPRONOUNCED — William Henry Phye. An ideal handbook for those preparing for an oral exam. Now \$1.

B1. OUTLINE OF STATISTICAL METHODS. A complete course, indexed, with tables, 275 pages. Paper bound. \$1.

B2. BEST METHODS OF STUDY. A guide for the exam taker written by experts with a practical viewpoint. 132 pages. Paper cover 75c. Hard cover, \$1.

B3. OUTLINE OF COLLEGE ALGEBRA. A complete review course. \$1

Civil Service LEADER Bookshop
97 Duane Street, New York, N. Y.

Please send me the books encircled below:

I enclose.....for.....books.

I will accept the package C.O.D. and pay the postman 15c extra.

AT1	B1	AT2	B2	AT3	B3	
AT4	AT5	AT6	AT7	AT8	AT9	AT10
CS4	CS5	CS6	CS7	CS8		
CS9	H11	CD11	CD12	CD13	CS21	
CS22	D25	B27	53	60	61	D106
CS23	CS24	CS25	CS26			
D107	D108	D109	D110	D111		
D112	D113	D114	D115			
D117	D118	128	CH173	174	201	
205	206	207	211	AU221	222	223
224	225	230	231	232	233	
234	235	236	237	238		
239	240	241	242	243		
800	D801	D802	D803	D804	852	

Name

Address

City

State

POSTAGE FREE — Check here if enclosing WITH coupon full amount of your order. In that case WE pay postage and packing charges.

Any Book You Want?

Visit The LEADER Bookshop. You'll find there a fine collection of self-improvement books of every kind. And if you can't find what you want, we'll help you make your choice and place an order directly with the publisher for you.

Civil Service LEADER BOOKSHOP
97 Duane Street New York City

