Civil Service EADER

Vol. 2. No. 17

New York, January 7, 1941

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Grade 2 Clerks

of city clerical workers, Mayor LaGuardia has authorized, and the Budget Director's Office has worked out a plan, to promote about onefourth of the eligibles on the Clerk. Grade 2 list, and from 30 to 40 eligibles on the Stenographer, Grade 3

This was learned late last week when a check-up with city departments revealed that certificates for these promotions were being issued by the Budget Director's Office. No official comment was forthcoming on these promotions, but it was def-initely established that they were being made.

Appointments from the Clerk. Grade 2 list, which has never been used before, will affect from 200 to 250 eligibles. It was understood that the Budget Director's Office is making promotions on a system pro-rated according to the personal service budget of various city departments

The city-wide clerk list is sub divided into departmental lists and in each department those standing highest on their respective lists are receiving the appointments in almost all cases. The appointments are being made effective January 1.

Salary Increases

The appointments mean a substantial salary raise for about half those involved; for the rest the increase amounts to one cent, or a jump from \$1,199.99 to an even \$1,200.

The list for Stenographer, Grade 3 has already been used to make about 20 appointments, and a small number of additional ones are ex-

At the same time, THE LEADER learned that a number of other pro-motions will be, or are being made in the non-mandatory groups, No official would confirm this or say how many employees are affected, it was obvious that an attempt is being made to smooth out inequalfties in salaries among employees who cannot receive raises by fixed mandatory increments. For the most part the positions involved are those which pay \$2,400 or more. The McCarthy Increment law provides for raises only up to a maximum of

Accountants Get Raises

Fifteen eligibles on the promotion list for Accountant, Grade 2 (Sales Tax), will receive advancement in grade and a one-cent salary increase this week, The Leader has learned.

They are now receiving \$2,399 and their salaries will be stepped up to \$2,400, thus enabling them to compete in the next examination for a higher grade.

These Accountants have actually been performing the duties of the Grade 2 position, and for this reason the Budget Director's Office agreed to the promotions.

Kern Probe Deferred

The City Council Committee investigating the Municipal Civil Commission and 113 president, Paul J. Kern, will not resume public hearings until some time after January 15.

Meantime, the committee has subpoenaed a large number of records of the Commission which it is studying. There has been no indication of what cases will be on the docket

when the hearings are resumed. More fireworks seem likely at the resumption of the investigation, since Attorney Emil K. Ellis has declared that he will ask the committee to prevent Kern from interrupting the Kern, on the other proceedings. hand, has given every indication that he will attend the sessions and probably speak up when he feels he and the Commission are being unfairly treated.

Sometime this month it is expected that the Court of Appeals will hand down a decision on the contempt citation obtained by the committee after Kern refused to testify in private before a one-man sub-comittee.....to continue in the new grades above

Promotions for Sergeant Test Postponed

Two Years Patrolman Experience May Be Enough

test for Sergeant (Police Department) ran into another delay last week when the Budget Director's Office failed to approve its announcement this month. Originally the filing period was scheduled to open on Tuesday, January 7, and the Municipal Civil Service Commission intended to receive applications until the end of the month.

men with two years or more of Fire Departments are given. service will be permitted to take the test unless some change is made in the requirements.

Officials of the Budget Director's office refused to comment on why the Sergeant's test had not been approved, but it is probable that they were acting on orders from the The Mayor is anxious to have the situation concerning the draft cleared up before any appoint-The LEADER has also for the ments are made, or even before any

The long-awaited promotion | first time learned that all Patrol- | new exams involving the Police and

Announcement in February

According to the Civil Service Commission there is an "excellent chance" that the test will be announced during the first week in February.

Full details on the progress of the Sergeant's test will appear in future issues of The Leader as well as study material for candidates.

Study material, by an authority

$What Every Sergeant\,Should\,Know$ Study Material for Coming Police Test

ipally of questions and complete anwers, will be based for the most art on police procedure. In addi-lon to being informative, it is deigned to test the knowledge, judgnent, and intelligence of the student. rospective sergeants and other interested persons who haven't seen last week's issue are advised to obtain a copy, and to file all issues from now until the time of the exam, because this series of articles will constitute a complete study course, and it will occasionally be necessary to refer back to preceding issues.

Last week's question was only partly answered. The remainder of

This study series, consisting prin- the answer appears below. The rear license plate. The injured man

Question 1

An unconscious man is found lying in the roadway, apparently the vic-tim of an accident. Witnesses differed in what took place. Two witnesses say they heard shots and saw the man fall or jump from a speed-ing automobile. A third witness says that the man was crossing the street and was struck by the auto, which did not stop. He admitted hearing loud reports, but states they were from the automobile backfiring. The license number of the auto was not obtained due to a dirty

died without regaining consciousnes and bore no apparent means of identification. Briefly outline the duties of each member, bureau o division of the department concerned

Last week's issue explained in detail the duties of (a) First office on the scene; (b) Sergeant on patrol (c) Desk officer.

Now continue:

D. Precinct Detective Squad

1. Ranking officer of Detective Division assumes charge of investigation.

(Continued on Page 16)

The Court of Appeals Decides—

Important Civil Service Cases

division 1, of the Civil Service Law, time in the future, placing the em-

Temporary Appointments versus Social Investigator until they passed Permanent Appointments. Apparent- a promotion examination for the ly department heads can make ap- higher grade. Under that arrangepointments for temporary service for ment, the department head could relonger than one month, in spite of duce any of the Social Investigators the provisions of old section 15, sub- to the minimum of the grade at any



senrad case. The Court of Appeals no appointment for longer than one month may be made on other than a permanent basis. Whether an appointment may be for a permanent or temporary period must depend on the circumstances of the appointment, the nature of the employment, etc. The new law relating to temporary appointments which went into effect on October 1, 1940, will more definitely control temporary appointments, it is believed. It places the responsibility for determining the nature and duration of temporary appointments on the Civil Service Commission and prohibits temporary appointments beyond six months in any case, except because of a leave of absence, when one year is the

maximum. Grading of "Ungraded" Social Investigators in Child Welfare Board. When positions in the ungraded service are reclassified and placed in the graded service, the incumbents may continue to receive the salaries they were receiving before the grading is effected, and they each fall in the grade in which their salaries place them, although it is not necessary to assign them to do supervisory service as called for by their new grade titles, the Court of Appeals held in the Beggs, Seaman, etc., cases against the Municipal Commission. A number of Social Investigators in the Child Welfare Board were paid anywhere from \$1,200 to \$3,000 a year, while the positions were in the ungraded service. The Commission graded the positions Social Investigators, Supervisors, and Supervisors, fixing salary maxima for each grade at \$1,800, \$2,400, \$3,000. The Commission agreed to let all of the Social Investigators continue to get their old pay, but refused to permit them

according to the decision in the Hil- ployees potentially in a precarious position. The court questioned the reversed the lower court rulings that authority of the Civil Service Commission to make such conditions in connection with the grading of the

Can't Compel State Commission to Extend Rules to Local Jurisdictions Until Legislature Acts. Employees of one of the school districts in Westchester County brought a proceeding to compel the State Commission to classify their positions under the Civil Service law and extend the rules to their school district. They argued that the Commission had to do this, and could not wait until the Fite Legislative Commission studying extension made its recommendations to the Legislature. The Appellate Division upheld the employees' conten-tion and ordered the Commission to extend the rules and classify the positions. The Court of Appeals reversed the lower court's decision and held that the Legislature could determine the method of extension of the rules, and inasmuch as the Legislature is aware of the problem and is making reasonable effort to comply with the constitutional require-

(Continued on Page 8)

15 Subway Tests on Way

A series of 15 subway examinations will probably be announced in February, the Municipal Civil Service Commission revealed this week. Five of the group are competitive and the remainder are promotion

Included in the series are the following:

Competitive-Car Maintainer, Group A, 80 cents an hour: Car Maintainer, Group F, 80 cents an nour; Power Distribution Maintainer, o cents an hour; Telephone Mainginer, 85 cents an hour; and Torn-stile Maintainer, various salary cales.

Promotion — Assistant Power Distribution), 95 cents an (Track), Promotion - Assistant Foreman, 5 cents an hour; Assistant Foreman Turnstiles), 95 cents an hour; Car Iaintainer, Group A, 80 cents an hour; Car Maintainer, Group F, 80 ents an hour; Mechanical Main-ainer, Group A, 80 cents an hour; fechanical Maintainer, Group C. 80 ents an hour; Power Distribution Maintainer, 80 cents an hour; Tele-phone Maintainer, 85 cents an hour; and Trainmaster, \$3,600 a year.

Full official requirements, filing dates and other details on all of these positions will appear in The LEADER as soon as they are officially an-

City Opens Two Tests

Only two new city exams, both promotion, were an-nounced this week by the Municipal Civil Service Commission. The Commission declared last week that it intended to open seven exams in its January series, but it failed to get the OK of the Budget Director on

OK of the Budget Director on the other five.

The new exams are: Inspec-tor of Pipe Laying, Grade 2, Dept. of Water Supply; and Inspector of Fuel, Grade 3 (city-wide). Full requirements are published in the examination section of this issue of THE

Purchase Department Starts New Course

A new training course for city employees on the Elements of Purchasing was started January Ranking officials of the Department of Purchase and other city departments and outside experts are conducting the course, which consists of 10 weekly sessions on Mondays, from 5:30 to 7 p.m. in room 2214, Municipal Building.

Who Gets Disciplined, and Why

Personnel Heads Discuss Problems of Fining and Firing

discipline in the Department of of chunky, smiling Deputy Comquarters, 125 Worth Street, Commissioner Diserio performs the function of judge over men who have left their posts during working hours, have imbibed a wee bit too much, have insulted superiors, or committed any of a variety of offenses listed in the department's Code of Discipline.

Never an easy job, one which can lead to error on the side of harshness or of laxity, the problem of employee discipline is conceived by Diserio in this light: "There is no reason why a Commissioner cannot step aside, for the moment, from his official role and transform the trial into what has been referred to as a 'soul clinic'.

Writing on the subject of employee discipline in the Public Personnel Quarterly, Diserio explains how he goes about his job:

"Before recommending a penalty or dismissal, the employee is carefully questioned and an honest endeavor is made to ascertain what was

The delicate job of handling the underlying cause which impelled the President of the Borough of Manthis employee so to lose control of hattan, divides disciplinary cases into himself as to incur the displeasure of two categories — "psychological" and the department... An immediate ef-Sanitation falls on the shoulders the department...An immediate effort is made to invite the confidence recognizes that frequent drunkenmissioner Matthew J. Diserio. In charges have been preferred, and ment. On the other hand, he refuses his big, well-lighted office on the seventh floor of Sanitation headment in home conditions; the emlighted office on the this is what can be ascertained, that to regard as a psychological problem the employee "who peddles policy ment in home conditions; the employee's wife has suddenly left home or perhaps they are separated or even divorced...There may have been the death of a beloved member of the family; a fancied grievance against one of his co-employees or a superior officer; a feeling of prejudice or unnecessary hounding."

Hard-Boiled Welfare

Discussing the same subject, Margaret M. Flanagan, Personnel Repre-sentative in the Department of Welfare, indicates that less emphasis is placed on "psychological factors" when a breach of discipline occurs. She says: "We believe that such problems can be kept at a minimum by the establishment of sound personnel policies providing for careful assignments, adequate supervision and training, and an opportunity for discussion of problems relating either to performance or to working relationships between supervisors and

workers, or between workers,' Gilbert E. Goodkind, Assistant to

slips among his fellows, of even the employee who studies for Civil Service promotion exams on city time.

The Department of Purchase, it is explained by Deputy Commissioner Albert Pleydell, has set up a strict code of personnel regulations. A copy of this code is given to every employee. Minor breeches of discipline result in a reprimand. heavier charges are brought against an employee, they are considered against his past performance.

On the opposite side of the fence from Pleydell is Joseph Rechemick. Chief of the Personnel Division, New York City Housing Authority, who feels that a trained psychologist could do much to solve the discipline problems of city employees.

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labor Class Problems Schedule for load to Competitive Class Is Thorny

reclassification of labor titles to blens remained unsolved.

primary among these problems as the question of: Where does the as the question of there does the the hearing spoke at some agth against the blanket title of man"; suspicion and occa-bitterness were in their job and lower the prevailing John J. Brennan, Secthe Building and Construcn Trades Council, wanted to know, behind him stood a battery of sentatives from the A.F.L. Was Budget Director a means of getg around salary problems by prong the curious job of service man

At the end of the second hearing, instead of more specific titles? Just At the end of the second states, and the end of the second states? Just what are the duties of a service man? What is meant by a service man's helper? These were the questions which representative. which representatives of asphalt workers and laborers wanted answered.

Kern Explains

President Paul J. Kern explained that the primary purpose of the resolution is to get rid of the labor class, to place tenure rights and promotion opportunities "on an orderly basis." Would this be a catch-all a title that could be stuck would be given careful thought the Commission's headman promised.

Two representatives of the State, County and Municipal Workers arthat the Hospital Helpers him stood a battery of a should be included in the reclassification, since their pay and working conditions are such that they need protection more than other groups. They pointed out that 500 provision-

(Continued on Page 16)

Welfare Case Again in Court Eligibles and Vets in Four Actions

tost week came the longgued matter of 115 jobs adminis-ing relief in the Welfare Departing relief in the words. Four sep-nt's veterans bureau. Four sep-de actions were argued on Friday who inherits them

m the late Mr. Justice Noonan. Richard Welling, presit of the Civil Service Reform Asdation, seeks to end the employ-nt of 115 veterans serving provinally as Veteran Relief Investigathe title from Social Intigator late last summer as a subfuge to give the veterans jobs to Social Investigator eligibles ad already been certified.

The Actions four actions are:

laries and halting further employ- on December 17, 1940.

Into the judicially-draped lap of ment. Attorney H. Eliot Kaplan conready admitted the points involved.
2. The veterans themselves, inter-

vening, seek to have the complaint dismissed on the ground of insufficient evidence.

3. Welling seeks a permanent order ending the employment of the 115 veterans, maintaining that the

first action is already settled.
4. The city seeks to consolidate Welling's action and that brought in the name of eligible Henry Zucker. s, in a sult against City Treasurer Kaplan contends that this is a move trfolio, Comptroller McGoldrick, to "obfuscate" matters: he says that to "obfuscate" matters; he says that d Welfare Commissioner Hodson. the Zucker case is a dispute on the says that the Board of Estimate facts, while the Welling action rests simply on the law.

In his brief, Kaplan adds a new argument to others previously heard in the court. He says that even if the provisional appointments as Veteran Relief Investigators could have been made, more than four months 1. Welling seeks a temporary in- have already elapsed, and their emction restraining the payment of ployments ended as a matter of law

Answers to Four Recent City Exams

re key answers for four exwere announced this ommission. Candidates will have The Commission also announced

ollowing answers the correct ones: to Seamstress (Women, Air Port Assistant: (19) B; (70) A The four new key answers follow:

Junior Psychologist: (14) A or B, (25) B or E; (46) A or B; (70) A or

ntil January 20 to file objections to that the tentative keys recently anmy of these tentative answers.

At the same time the Commission been adopted as the final correct ated a number of changes in answers: Promotion to Tailor (Men), we other exams and declared the Department of Hospitals; Promotion

Promotion to Assistant Station Supeervisor, Independent Division of the

ew York City Transit System: (1) A, (2) D, (3) A, (4) B, (5) B, (6) B, (7) C, (8) A, (9) C, (10) D, (11) B, (12) A, (13) C, (14) A, (15) B, (16) C, (17) A, (18) C, (19) D, (20) A, (21) C, (22) C, (23) C, (24) C, (25) A, (26) B, (27) B, (28) A, (29) D, (30) D, (31) D, (32) B, (33) B, (34) A, (35) C, (36) D, (37) A, (38) A, (39) C, (40) A, (41) A, (42) C, (43) B, (44) D, (45) D, (46) A, (47) B, (48) C, (49) D, (50) A, (51) B, (52) B, (53) D, (54) C, (55) B, (56) C, (57) D, (58) B, (59) A, (60) C, (61) A, (62) D, (63) C, (64) B, (75) C, (76) D, (77) D, (78) C, (79) D, (80) C.

Promotion to Senior Dietitian, Department of Hospitals:

Promotion to Senior Dietitian, Department of Hospitals: (1) B. (2) D. (3) C. (4) D. (5) B. (6) A. (7) C. (8) D. (9) A. (10) A. (11) B. (12) C. (13) A. (14) B. (15) A. (16) D. (17) A. (18) C. (19) D. (20) A. (21) C. (22) C. (23) A. (24) A. (25) C. (26) B. (27) C. (28) C. (28) B. (30) C. (31) B. (32) D. (33) *. (34) A. (35) C. (36) B. (37) B. (38) B. (39) B. (40) D. (41) A. (42) C. (43) C. (44) D. (45) B. (46) D. (47) D. (48) A. (49) C. (50) B. (51) F. (52) A. (53) H. (54) B. (55) G. (56) D. (57) C. (58) J. (59) E. (60) I.

*(33) Stricken out.

Asphalt Worker: (1) C, (2) D, (3) A, (4) D, (5) D, (6) A, (7) B, (8) B, (9) A, (10) D, (20) A, (21) C, (22) C, (23) B, (24) A, (25) C, (26) B, (27) C, (28) D, (38) B, (30) B, (31) D, (32) A, (33) B, (34) C, (35) A, (36) D, (37) B, (47) A, (48) C, (49) A, (50) D, (51) A, (52) B, (57) D, (58) D, (59) C, (60) B.

Junior Engineer (Mechanical), Grade 3: Junior Engineer (Mechanical), Grade 3:
(1) A, (2) C, (3) C, (4) C, (5) B, (6) E, (7) D, (8) D, (9) C, (10) B, (11) A, (12) E, (13) C, (14) A, (15) A, (16) E, (17) B, (18) D, (19) C, (29) B, (21) C, (22) B, (23) B, (24) A, (25) E, (26) C, (27) D, (28) E, (38) D, (39) A, (40) E, (41) C, (42) E, (43) B, (44) C, (45) A, (46) D, (47) D, (48) B, (49) E, (50) A, (51) B, (52) B, (53) A, (54) A, (55) A, (65) D, (57) C, (58) E, (59) C, (60) A, (61) C, (62) D, (63) C, (64) E, (74) E, (75) A, (76) B, (77) C, (78) B, (79) A, (80) D, (81) E, (82) A, (92) C, (93) B, (85) D, (86) B, (87) E, (88) B, (89) E, (95) D, (96) E, (97) A, (89) C, (99) A, (100) C.

Maintainer's Physical Tests

Competitive physical tests will be given during the rest of the month for the majority of Maintainer's Helper candidates in the various groups, with the exception of Group D, which is finished.

To each group, a final day has been set for competing in the tests. number of postponements from the original notification date will be allowed to men who are ill or otherwise unable to participate; but in no case will any exams be given after the final date.

The schedule for this month's tests and those of the first part of February follow by groups:

Group A-January 6, 7 and 9; last

day January 17.

Group B—January 11, 15, 21, 22, 24, 25, 29 and 30. Last day Febru-

Group C-January 14 and 15; last day January 17.

The Commission also announced this week the results of the physical tests for Group A candidates. The final tabulation showed that 1,734 passed; 30 were rejected; and 261

failed to appear.

Additional details of these exams, with dates for the practical part, will be announced in future issues

of THE LEADER.

SANITATION ELIGIBLES!

So many men on the list have asked us to extend our offer of two weeks ago, that for a limited

The Civil Service LEADER is offering all the men on the list a \$1.00 discount on a year's sub-

Simply send in your name, address, and number on the list, together with \$1.00.



GIFT OF MERIT

Lloyd Sutton (left), who last summer received a merit award as the city's outstanding employee, receives a moving picture projector from Manhattan Borough President Stanley M. Isaacs. Mr. Isaacs presented the gift on behalf of the Federation of Municipal Employees in recognition of Mr. Sutton's work in obtaining better wages and working conditions for sewer laborers. Lloyd Sutton is General Foreman of Sewers of the Borough President's office. Sutton, together with Henry Feinstein, President of the Federation, made a spectacular presentation before the Board of Estimate last summer by

showing a movie of sewer laborers at work

Variety of City Tests Ordered

Includes Transit Jobs, Barbers, Electricians, Doctors

WPA Police Force?

Is a special police force going number of vacancies in the regular

promotion and three labor class THE LEADER. tests have been ordered by the Municipal Civil Service Commission. No official requirements or scheduled by the Commission: filing dates have yet been announced, but as soon as they are Alienist (Psychia

to be created from WPA workers?

eligibles on the Patrolman P. D.

in their attempts to receive ap-

pointments for more than six

list of more than 1,400, since it was established in October, 1939)

the eligibles last week heard with amazement and alarm of a bulletin the Works Projects Administration has been sending around

The bulletin said that the Police

Department would accept a limited

terminated at any time. Preference would be given to veterans.

It's News to Police

A high official of the Police De-

partment told THE LEADER last week

spokesman for the Mayor's office re-

fused to comment; so did Oliver A.

It was recalled that some months

ago Mayor LaGuardia released the outline of a plan to hire a large

number of veterans at \$25 a week

to form a special police force, if and

when an emergency should develop. This plan brought forth the fire of veteran and police groups who con-

tended that the \$25 a week salary

was a threat to the salaries paid to

regular members of the Police Force.

Other individuals and groups oppose

that the plan was "news to me."

Gottschalk, acting administrator.

to its workers.

list tearing their hair. Thwarted

This is the question that had

A group of 36 competitive, 22 complete details will appear in

The following list, with the tests ordered last month in bold type, includes all those now

Competitive

force; there is an eligible list avail-

able and ready to use; and the city has consistently refused to make ap-

pointments, first for one reason and

then another.

Last week's WPA bulletin had the

earmarks of being a part of the

Assistant Director of Public Assist-ance (Care of Homeless and Transients).

Assistant Engineer (Specifications), Grade 4 (College Equipment and Supplies).

Assistant Librarian (Music), Barber.

Bridge Painter. Cancer Research Assistant. Car Maintainer-Group A, N.Y.C.

Transit System.
Car Maintainer—Group F, N.Y.C.
Transit System.
Civil Service Examiner (Civil En-

gineering). Conductor, N.Y.C. Transit System. Director of Cancer.

Director of Medical Social Work, Grade 6.

Electrician.

Engineering Inspector, Grade 4 (Board of Water Supply). Foreman of Pavers. Hospital Helper (Orange County and

New York City Junior Actuary.

Mayor's original plan, but some ob-servers speculated that it might be months (only three hundred men have been appointed from the (Continued on page 8) a brand-new program. Two Tests Cancelled

Conductor Jobs for Sanitation Eligibles

number of applications for temporary appointment, of WPA workers the Mun the Municipal Civil Service Comfrom 40 to 50, as special guards at \$25 a week. The position would not mission this week, will be cancelled, the LEADER has learned be under Civil Service and could be from Paul J. Kern, president.

The tests are for Conductor, on the city subway lines, and for Telephone Operator, Grade 1 (female). There has been a great deal of speculation in recent months on these tests and whether the Commission would hold them.

While it has not taken the official step of cancelling the exams, this measure will occur soon, Kern said. The reasons are that the Sanitation Man, Class A, eligible list will be declared appropriate for the Conductor jobs; and a selective certification, now in progress, on the Clerk, Grade 2, list will furnish the necessary number of Telephone Operators.

Sanitation Eligibles

The use of the Sanitation list for the plan because there are a large Conductor jobs greatly increases the

Two popular exams, listed appointment chances of 7,500-odd the city tests ordered by men on the eligible list. It means that as many as 500 a year, or more, will receive appointments in the subway system, many of whom might not otherwise get jobs.

In addition to using this list for Conductor posts, the Commission intends to use it for many other posttions, so that all men on the list may eventually be offered either tempo-

rary or permanent jobs.

THE LEADER will keep Sanitation eligibles fully informed concerning their job opportunities.

Sanitation Men

NEXT WEEK NEXT WEEK
What is the financial set-up of
Abe Kasoff's organization in the
Department of Sanitation? Read
what Kasoff's own members
have to say about it. Follow this
up with several other interesting
episodes from Abe's career in
Sanitation—and decide for yourself whether he's a fit person to
exercise power among the men
who keep New York clean.

NEW YORK STATE CIVIL SERVICE

Hospital Attendant Eligibles

They Get Questionnaires, No Offers of Appointment

Although no appointments from the new Hospital Attendant list have yet been made, canvassing of the eligibles indicates that action can soon be expected. In zone 4, which takes in New York City, Long Island, West-chester and Rockland counties, the canvass has gone down to number 608.

The eligibles are receiving questionnaires which specifically state they are not offers of appointment. Eligibles are asked to note in which of the institutions within their zone they will work, whether they will accept temporary employment, and how soon they will be available should they be notified that they have been certified.

Once an eligible's name has been certified, his appointment is in the hands of the superintendent of the particular institution. Under the Civil Service law, an appointing offi-cer may select any one of the first three names submitted to him. Prior to appointment, the eligible must pass a thorough medical exam, prob-ing him on the following 14 points:

14 Points

Hearing, vision, tuberculosis, circulation, varicose veins, hernia (rupture), rectum, mental diseases, flat feet, deformities, swollen joints, teeth, venereal diseases, excessive overweight or underweight.

Here are some of the highlights of the conditions under which Hospital Attendants work:

They work on three shifts of eighthours each: 7 a.m.-3:30 p.m.; 3 p.m.-11:30 p.m.; 11 p.m.-7:30 a.m., with ro-

11:30 p.m.; 11 p.m.-7:30 a.m., with rotating shifts usually permitted.

Attendants get 76 days of leave a years: 52 for each of the 52 weeks, 14 days vacation, and New Year's Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Armistice Day, Thanksgiving Day, Christmas Day. Day, Christmas Day

Accommodations

Where accommodations are avail- after 18 months.



HEALTH OF THE NATION

is the prime concern of thousands of Civil Service employees working for city, State, or federal government. To these trained men and women, selected mainly on the basis of competitive tests, come millions from all walks of life, seeking solace, care, and comfort. Today, with the national defense program making us more health-conscious than ever, opportunities for nurses and doctors are greatly expanded.

able, an employee may be permitted to live outside at his own expense. If accommodations are not on hand, the Attendant receives an additional \$32 a month. Heads of families living outside receive \$10 beyond this.

The entrance salary is \$54 a month,

plus maintenance, and is increased at the rate of \$4 every six months up to \$66. This maximum is reached

Next week, THE LEADER will give the latest estimates on how quickly the Hospital Attendant list is expected to move, and chances for a new test. Each week latest data on this job will appear on the State page of The Leader and in "Mental Hygiene Notes," on page 7. Address all inquiries to Civil Service Leader, 97 Duane Street, New York City.

Civil Service Legislation

Royal Battle Looms as Albany Lawmakers Convene

The following are the latest certifications, in New York and

Junior Clerk

Junior Stenographer

Junior Typist

Assistant File Clerk

Latest permanent appointments from some of these lists are:

Junior Clerk

Junior Stenographer

Junior Typist

Capitol Hill. When Governor the spring. Lehman delivers his annual mes-

Albany, from popular State lists:

Temporary-Albany-\$900 ...

Permanent—New York—\$900.....

Permanent-Albany-\$900

Temporary—New York—\$900.....

Permanent-New York-\$900.....

Permanent—Albany—\$900

Temporary—New York—\$900...... Temporary—Albany—\$900.....

Permanent—New York—\$900.....

Permanent—Albany—\$900

Temporary—New York—\$900.....

Temporary—Albany—\$900

Permanent-New York-\$900.....

Permanent—Albany—\$900

Temporary—New York—\$1,200.....

Temporary—Albany—\$1,200

Temporary—Albany—\$960

Temporary—Albany—\$900

New York—\$900

New York—\$900.....

Albany-\$900

New York—\$900......

Albany-\$900

Albany-\$900

Even more than in previous sage, he will be drawing the lines have already urged Governor Leh-years, Civil Service will be one of for a number of legislative batthe major headaches of the State tles that promise to keep the Legislature reconvening Wednes- Civil Service world on tenterday night on Albany's historic hooks until adjournment day in

The organized State employees

Ranking. Percentage.

2,062

968

1,085

100

285

584

611

1,246

1,609

1,632

467

752

1.075

86.925

83.15

85.15

82.525

86.40

81.60

88.34

87.80

87.30

87.50

89.50

85.70

88.00

86.90

86.70

85.40

87.525

84.025

87.30

83.80

89.70

88.58

tween increments, as called for by the salary increment law, and "raises," in his message. Each year, economy-minded legislators and socalled taxpayer groups demand sus-pension of the increment law. Obected Charles A. Brind, president of the Association of State Civil Service Employees:

The increment, as it occurs under "The increment, as it occurs under the long-time Career-Service incre-ment plan, is the salary which is honestly due the employee for the year for which the appropriation is being considered . . . The impression is created that, perhaps in the face of peculiar economy needs, nevertheless State workers are being accorded extraordinary salary awards. We believe that this could be largely overcome by references in your budget statements and statements to the Legislature if special explanation were made as to the nature of the increments under the Career-Service

The increment law was pushed through the Legislature by the ASCSE in 1937. The increments came the next year, then were suspended, and restored last year after a long and heated battle in which all employee groups took part.

Fight on Draft

This year, the increment fight will probably be overshadowed by the fight for guarantees to drafted em-National Guardsmen already get the difference between military and civil pay, seniority and vacation rights, and guarantees of their jobs when the year's service is The cost of the differential has been estimated at \$1,000,000 annually. This, too, is the figure given for payment of salary increments in any one year, although Brind and other sponsors constantly point out that the increment law represents

long-run saving for the State. If the differential goes for all drafted employees, the cost to the ATTENTION! HOSPITAL ATTENDANT ELIGIBLES

During the month of January eligibles on the new Hos-pital Attendant list may sub-scribe to The LEADER at a special rate of \$1 for one year. Regular subscription price, \$2.

Also, The LEADER has at its offices, 97 Duane Street, copies of the list which may be ex-amined by eligibles.

Progress on State Lists?

Progress on State LISE?

Here are some late flashes from the examinations division of the State Civil Service Commission:

1) the promotion list to Assistant Civil Insurance Fund.

1) the promotion list to Assistant Clerk, State Insurance Fund, will be out late this week or early next, 2) the open list for Assistant Steam and Operating Engineer can be expected within two weeks.

3) investigation of candidates on the Chief Printing Auditor test is now going on. The list may be out by February 1.

Exams for DPUI Workers Requirements for High-Priced Positions

High-priced job opportunities for employees of the Division of Placement and Unemployment

2. Five years of such specialized experience, and a college degree, preferably in business administra-Insurance were 'revealed this tion, management, or industrial relaweek in two announcements: one tells that the Division plans to call an open competitive test for Training Assistant (\$3,120-\$3,870); the other announces a zation where a training program was promotion test for Assistant Incarried on as a recognized part of dustrial Commissioner in the Labor Department (\$5,200-\$6,450).

The Training Assistant announce-ment lists tentative requirements for the contemplated test, then urges all DPUI employees who feel qualified to list experience with the Personnel Director at 112 State Street, Albany, by Saturday, January 18.

Tentative requirements are either: Nine years of teaching, personnel, or business experience, five of which were in a supervisory capacity involving preparation, development, and analysis of management devices and operating systems, and preparation and use of this and other technical material in employee training, and high school graduation; or

tions; or

3. Five years' experience as an employee engaged exclusively in technical training work in an organicarried on as a recognized part of management, and a college degree, preferably in business administration, management, or industrial relations; or

4. A satisfactory equivalent,

The promotion test to Assistant Industrial Commissioner will fill the post of administrator in charge of the Binghamton office of the Labor De-partment. All employees of the Labor Department, including DPUL but excluding the State Insurance Fund, are eligible if they have served for a number of years in the department,

The basis of rating on this exam will be: written, 2; service record rating, 2; seniority, 1; training and experience, 5. January 11 is the filing deadline.

News About

motion lists for Senior and Associate Unemployment Insurance Claims Examiners can be expected within the month, according to DPUI officials. The lists were canvassed this week. The open competitive lists must wait, according to Civil Service law, until the promotion lists are used up. Two Senior jobs and one Associate job are available.

The promotion list in the Assistant grade will probably be out later this month. Two Assistant jobs exist.

Other news on the state of pending DPUI lists:
The promotions to Assistant Clerk,

Assistant File Clerk, and Assistant Account Clerk are still waiting for

the decision in the Anderson v. Reavy case. This decision is ex-pected shortly, now that the Court of Appeals has ruled in the Hilsen-rad case. The lists are completed, and will be established as soon as the court gives the green light.

The open list for Payroll Examiner

as well as the promotion to Senior Payroll Examiner should be out in February.

The Junior Economist papers are still being rated. The date of establishment of the Employment Counselor list depends on whether or not

Further progress on these lists will appear in The Leader when avail-

Budget Research List

Written papers submitted by 108 candidates last summer in State tests for Junior Budget Aid and Junior Budget Research Examiner are still being rated. The lists won't be out for several months yet, say State Civil Service Commission officials.

The axe-wielders will then feel they have a strong argument for suspension of the increments for the duration of the national emergency. And economies elsewhere can also be expected, further reducing personnel.

Administrative leaders are already working on legislation to settle this matter of rights of drafted employees. Some have already come out for the differential, stating that it will influence private employers to do the same thing. The State, to do the same thing. The State, County and Municipal Workers of America (CIO) considers the guarantees for drafted workers the chief plank of its legislative program.

Opposition

But that's only part of the story. Some State employees are none too keen on the differential. They reason: if drafted employees get the salary differential, they can no longer claim exemption on grounds of dependency. If older employees—those above the draft age—feel that the differential will halt increments for the next five years, they may likewise be opposed to such legislation. Employees in private industry, as well as that great unknown "the general public," are already expressing are already expressing opposition; they feel that Civil Service workers should not get special privileges for which the entire State must pay.

From every angle, it looks like a

battle royal.

Meanwhile, employee groups are not forgetting other legislative demands. The ASCSE and SCMWA see eye-to-eye on several matters: eight-State will run into several millions. hour day; commutation for Mental

Hygiene employees; sick leave for Mental Hygiene employees.

Special Planks

Here are some special planks of the ASCSE: extension of the salary increment law; enlarged budget for the Civil Service Department; ex-tension of the competitive class.

The SCMWA features: a hearings. removal bill; workmen's compens tion; adequate insurance for city and State pension systems.

THE LEADER will again present complete coverage from Albany of all legislation affecting Civil Service workers, eligibles, and hopefuls.

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Those State Exams

while the State Civil Service as early as April.

First on the agenda will be two ommission awaits the return long-expected tests: rom the printer of announcenents for the exam series tentaively set for Saturday, March 1, micials are already thinking head for tests in the Spring.

The slack exam period during the ill was the result of a lack of funds. the March series is being paid for by raps of money saved from other rk of the Commission. Now that e State Legislature is about to rene State Legislature is about to re-privene, however, the Commission ill undoubtedly seek a loan, guar-steed by legislative leaders, which il pay for a series until the 1941-budget goes into effect on July 1. the Legislature allots the funds

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B'LDGS SUPT.

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COURT ATTENDANT

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POSTAL CLERK-CARRIER

FREE Session Tues., Jan. 7, 6:30 P.M.

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SCHOOL FOR CARD-PUNCH OPERATORS

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While the examinations divi-

1) Court Attendant, Supreme and County Courts of the First and Second Judicial Districts, taking in the five boroughs of New York City and Long Island. The job pays \$2,500-\$3,000. Requirements for the previous test were: 25-45; minimum height of 5 feet 7; minimum weight of 140 pounds; either (a) three years experience in New York State courts; or (b) three years experience as a law clerk; or (c) three years experience as a law enforcement officer; or (d) graduation from law school or admission to the New York bar; or

(e) a satisfactory equivalent.
2) Workmen's Compensation Referee. The job pays \$5,000. Requirements have not yet been set, but it is probable that all lawyers eight years in practice will be eligible. This test may be held in a series by itself, as was the recent Unemployment Insurance Referee test.

Seventeen State-wide tests are in the new series, and eight for indi-vidual counties. The State tests are open to residents of the entire State, while the county exams are open only to those who have resided four months in the county, unless expressly stated to the contrary. The

State-Wide

Blindness Prevention Consultant Nurse, Division of the Blind, Department of Social Welfare.

Farm Products Promotion Agent,

Department of Agriculture and Mar-

Farm Products Promotion Assistant, Department of Agriculture and Markets.

Farm Products Promotion Supervisor, Department of Agriculture and Markets.

Highway General Maintenance Foreman, Division of Highways, Department of Public Works. This examination is open to legal residents of all counties with the exception of Bronx, Kings, New York, Queens and Richmond, but certification will be made by counties. For filling a vacancy in a county, certification will be limited to those who are and have been legal residents of the county for four months immediately preceding the date of the examina-

Industrial Homework Investigator, Division of Women in Industry and Minimum Wage, Department of La-

Junior Aquatic Biologist, Division of Fish and Game, Conservation De-

Milk Promotion Agent, Department

of Agriculture and Markets.

Milk Promotion Assistant, Depart-

ment of Agriculture and Markets.

Milk Promotion Supervisor, De-partment of Agriculture and Mar-

Pharmacist, State and County Departments and Institutions. Immediate appointments expected at Newark State School and Rockland State Hospital. Appointments will also be made to the position of Assistant Pharmacist at Mount Morris Tuber-

Physiotherapist, Division of Orthopedics, Department of Health. Railroad Equipment Inspector,

Department of Public Service. Senior Aquatic Biologist, Division

of Fish and Game, Conservation Department. Senior Engineering Aid, Transit

Commission. Senior Inspector of Standards and Purchase, Division of Standards and Purchase, Executive Department.

Social Worker in training schools (Continued on Page 11)

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By CHARLES SULLIVAN

Tests for Young College Folk

U.S. Announces Series For Jr. Professional Assistants

the LEADER has learned exclusively. Requirements are on page

The Commission has grien only two previous exams for Junior Professional Assistants and both of them not only have proved popular but a long list of successful employees have been recruited by them. The exams are designed to catch

the 1941 graduating classes at col-

Immigration Eligibles Associa-

tion has been working on a num-

ber of ambitious schemes, and

they feel they're getting results,

even if not all that were antici-

In answer to one letter asking about

jobs, the Commission sent a reply

ever, immediately thereafter the Commission sent offers of Navy Po-

For one thing, the eligibles haven't

Junior Professional Assistants, lawyers, foresters, chemists, administrators, statisticians, most all phases others. This year 19 are announced, a higher number than had been ex-

The Professional Assistant exam is "something different" in Civil Service. Its purpose is to provide an opportunity for good young professionals and scientists to enter the gov-ernment service and work up to higher-paying positions. Intended primarily for young peopte just out

Custom Eligibles Active

Among the most active of for a reasonable number of the elig-

Feel Their Program Gets Results

U. S. Civil Service Commission | In the years past the optionals of college, Junior Professional tests has announced another test for have covered (junior grade only) require no experience. The exams are entirely written, and probe the candidate's knowledge of his subject. The government has also opened

of medicine and science among the Student Aid job to upper-classmen as well. Requirements appear on the same page.

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lice positions to eligibles on the three Effective Results

General Investigator lists.

The Association's members consider this result a definite step in their campaign to get appropriate positions

U. S. Re-Announces 14 Examinations

A series of 14 tests were announced this week by the U.S. Civil Service Commission. All the exams are duplicates of others announced within the last few weeks and most of them have been reopened for an indefinite period. The positions involved deal with the national defense program, and the government is having difficulty in getting qualified applicants

Application blanks can be secured at the Commission's offices at 641 Washington St., Manhattan,

The examinations follow: Toolmaker \$7.20 to \$9.36 a day). File until further notice.

Machinist (\$6.72 to \$8.86). File until further notice,

Inspector Engineering Materials, Mechanical (Optical Instruments), \$2,000 a year. File until further

Attendant, Neuro-Psychiatric Hospital, \$1,020. File until further notice.

Senior Inspector, Associate, Assistant, and Junior Inspector, Ordnance Material, at \$2,600, \$2,300, \$2,000, \$1,800 and \$1,620, respectively. File until further notice.

Chief, Principal, Senior, and Tool and Gauge Designer, at \$2,600, \$2,300, \$2,000 and \$1,800. File until further

Full requirements for all these exams have appeared in previous issues of The Leader.

Wage-Hour Employees To Be Re-Classified

New York employees of the Wage and Hour Division are going to have their jobs-re-classified it was learned this week. The Department of Labor has hired Don S. Burrows to do the job. Burrows will try to bring the pay of Wage and Hour employees the field in a line with salaries paid for similar work in the Dis-

eligible groups, the Custom and ibles. Another letter to the Commission contains recommendations about other positions for which the eligibles-both men and women-can be used. That letter points out, moreover, that, while the height minimum for Navy Police appears to be 5 feet 8 inches, offers were sent to eligibles measuring only 5 feet been reticent about complaining to 6½ inches. The Association is also the U. S. Civil Service Commission. certain whether this is an error, or whether the minimum has been which the eligibles call "courteous lowered, but cautiously non-committal." How-

The Association has written to members of Congress; established units in cities throughout the country; made contact with the Veterans Civil Service and other Civil Service organizations for joint action.

CIVIL SERVICE PREPARATION

FIREMAN

The number competing will be large, the competition keen and the examination difficult. Therefore, those who hope for success should begin preparation at once.

Our mental classes are meeting three days weekly—physical classes twice weekly at hours to suit the convenience of the student.

PATROLMAN

The present list for Patrolman should be exhausted by January 1, 1942. Therefore, the examination should be held early in the Fall of 1941. Since the Patrolman and Fireman examinations are somewhat similar, we suggest that you take advantage of the combination course and prepare for both tests (if you are at least 5 ft. 8 in. in height), at a reduced combination fee.

Draftees: According to the press a large number of men have enlisted, which will reduce the number to be conscripted for military training. Therefore, any person who is registered for military training may enroll with the understanding that if he has paid the full fee and is then drafted before the examination is held, half of the fee paid will be returned to him and he may continue the course through correspondence at the place of military training.

The purpose of this offer is to encourage men to begin preparation at once, even though they may be in doubt as to their conscription status.

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MEMBER, AUDIT BUREAU OF CIRCULATIONS



Tuesday, January 7, 1941

Civil Service at Albany

ROM EVERY indication, national defense will be the main subject of conversation lators move into Albany later this week. Civil Service employees are vitally concerned. Among the serious problems facing them are: If Civil Service workers are drafted, shall they get the difference between civil and military pay? Will provision be made that drafted employees find their jobs waiting when the year of service is up? What opportunities for open and promotion tests will be provided at the training

camps? How does all this affect the increment law?

These are complex matters, with many ramifications.

Not only are the male Civil Service employees between 21 and 35 involved. Also affected are all State employees, eligibles, the citizenry of the State. All voices must be heard, for each has a huge stake in what's happening. Nothing must be done pell mell, for the pelicy adopted at this session will undoubtedly color the next five years, perhaps longer.

These Labor Class Problems Can Be Solved

THE LEADER favors reclassification of labor titles into the competitive class, on the ground that (1) the privileges and security of those in the competitive class are preferable to the haphazard conditions prevailing in the labor class; and (2) the competitive system offers to the city the best way to obtain the best people for any job.

Yet we feel that the problems raised at the hearing on this question last Friday are extremely important. If it is true that the vague title of "service man" might possibly be misused in some future attempt to cut down salaries, then the Commission should do everything to quiet such fears by removing the title altogether, or by making it more specific. President Kern indicated this would probably be done.

It seems to us, also, that the endeavor of hospital helpers to be placed in the competitive class has merit. The conditions under which these city employees work are in some cases nearly intolerable. If competition is a good principle for higher-paying jobs, why isn't it just as good a principle for lower-paying jobs?

It's true, as Paul Kern says, that the labor class is obsolete." It should be made so in fact.

We Suggest - - -

THAT PROGRESS OF THE RAMSPECK Act be carefully watched. Remember that this is permissive legislation, and Congress can stymie it by not providing the necessary funds. Remember, too, that thousands of new jobs will be opened if the expected number fail in the qualifying tests.

THAT YOUNG MEN who plan to take the coming Fireman exam begin home training now. Follow the LEADER for full information.

THAT MEN study stenography; women, the operation of business machines. More federal jobs coming in these categories.

A Petition to the Mayor On the 11-Squad Chart for Cops

Dear Mr. Mayor: As a member of New York City's Police Force, I feel that the 11-squad chart, which would give us a 48-hour swing each week, will improve the morale and efficiency of the men. I urge that you, as Chief Executive of the city, get behind the 11-squad plan and help us to gain the decent working hours which it provides.

Name	 	
Precinct	 	

Home Address..... [Please send this coupon to the Civil Service Leader, 97 Duane St., N. Y. C. It will then be forwarded to Mayor LaGuardia.]

Repeat This!



HY DID Forum Secretary Leopold Rossi dig deep into his own pockets for an eligibles association in which he professes to have no interest? . . . Negro organizations are girding for action under section 14C (the anti-discrimination section) of the Civil Service Law, as many Negroes are on the Hospital Attendant list. Today, not a single Negro works in a mental institution in the State. .. Abe Kasoff is reported asserting that Paul Kern set 85 per cent as the passing Sanitation grade because Kern wanted to keep son Freddie Kasoff, who scored just below that figure, out of the department. . . . The handbook for DPUI employees is being revised. . . .

Perfection?

The State Commission's new certification machines can't list 100 per cent. Eligibles scoring perfect marks must be content to be listed at 99.999 per cent. . . . The Ramspeck Act is expected to start operating within the next few weeks. . . . Approximately the same number of Republicans and Democrats have entered the classified service of the U. S. within the past five years. . . . Will young men returning from their year's military service seek veteran preference in Civil Service? . . . Are patients in the mental institutions actually doing the work of the Hospital Attendants, as is being charged? . . .

Intelligence Office

There's a rush this year for license plates in the IQ series. On the ground that it's smart to be seen driving one. . . . How did Mrs. Norman Powell (he's the City Commission's exam-writer) take hubby's blast against the intelligence of housewives? . . . A group of NLRB examiners spent New Year's Eve rereading hilarious testimony from cases brought before them. . . . There's strong but polite competition between

Merit Men



COUNTRY DOCTOR: He has a thousand patients . . . in one house . . . all men . . . When heavy snows glut the roads of hill-studded Orange County and his automobile can't make it, Dr. Willis Edmund Sullivan comes through on skis . . . carrying his black medical kit . . . Floridfaced, handsome, portly . . . Dr. Sullivan is medical supervisor of Camp LaGuardia . . . There he conducts a hospital and clinic for the thousand homeless men at the camp . . . He is "Doc" to everybody in the place . . . Modest . . . even shy . . . a medical and surgery man of rich experience . . . From McGill University in Montreal 24 years ago he obtained his M.D. and his C.M. . . . To the U.S. Navy in 1917; he stayed 5 years . . . Medical officer of the destroyer Allen . . . Then to assistant professorship of hygiene at City College here . . . On to private practice . . . and association with Camp La Guardia since 1934 . . . As a boy in Biddeford, Maine, he played in the silent stretches of whiteclad hills . . . dreamed of taking care of the sick . . . spent long hours before crackling fires in the hearth staring at pictures of medical men . . . On to Biddeford Grammar and High, then University of Maine . . . to McGill ... It was coming true ... the intriguing images that came to him in the snow-piled hills . . . Dr. Willis Edmund Sullivan . . .

the government and private employers for skilled men . . . DPUI employees are asked not to phone the State Commission for information. The lists are available for calls in person, . . . Add private industry job titles: frog shaker; hotstuff man; tack spitter; take-off girl. . . .

Marriage to Miss Right came, Edward Joseph, now 10 Doc's friends are legion . knows human beings kindly eyes show that he them, too . . . During those by interludes that doctors in mand find so precious in crowded hours of their dalives, the country doctor over books on railroads and tronomy . . . If you were b in the trackless, open lands America, you would understa those hobbies . . . And the pla or the old-fashioned organ,

"MY HOBBY IS MY WORK Civil Service Examiner John Carty's statement, made in ha jest, half-seriousness, reveal why he is one of the young members of the administration unit of the Municipal Civil Ser ice Commission's examining vision...For the past two one-half years Carty, stod broad-shouldered, affable, h been in charge of license tests. He has conducted the annual aminations for master e trician, structural welder, burner installer, motion pict operator. Recently Carty made assistant to Samuel Ga



ton, the Commission's Assista Director of Examinations, graduate of St. Francis Colle Brooklyn, Carty taught Engli and Government at Bish Laughlin Memorial High Scho for nine years, coached baseb and swimming...In 1936, 19 Loughlin's Carty-coached sw ming teams took first place the Catholic High Schools A letic League . . . Married, Carty the father of two children, two-year-old son, one-year-daughter...Athletically inclin Carty's hobbies, beside his fan and his work, are swimm baseball, tennis . . . For mental laxation, he likes novels with historical, biographical ba ground.

letters

That One-in-Three Rule

Sirs: I read with some alarm in the LEADER that the proposed new rules of the New York City Civil Service Commission strike out the ban on the one-out-of-three rule. In recent days, the fact that the Mayor had to approve appointment of any eligible out of strict numerical order on a New York City list has curbed this vicious one-out-of-three practice. At the same time, allowing the appoint-ing officer his choice of one of the first three remains a sorry feature of the State and federal services.

Without specifically knowing its history, this one-out-of-three rule must have been placed on the books in the early days of the merit system as a concession to those who still thought in terms of a spoils system. There seems absolutely no reason why it should not be dumped, along with the horse-and-buggy and hoop skirts.

The purpose of a Civil Service test is to find people for government jobs on a strictly merit basis. If the test is not producing the best people, and the final choice must then be allowed to the appointing officer, this is an indictment only of our examination system. The success of Civil Service in New York City shows that the one-out-of-three rule is not necessary for efficient public administration.

It is, of course, true that the ap-

good reason for picking one eligible over the two others. Yet, even with the guarantees that there be no discrimination, personal prejudice is bound to creep in. Until this possi-bility is eliminated, how can we say that we have a truly merit sys-

The explanation of this change in rules is that the Civil Service law does not permit the ban on the oneout-of-three practice. Let's hope that the city will continue as it has been doing-rule or no rule. And that in time all services will appoint in regular order.

GEORGE FOWLER.

Reader Makes

Concrete Suggestions

Sirs: Suggestions for The LEADER:
1. Print the Calendar of the Com-

1. Print the Calendar of the Commission and the dispositions.
2. Print a fuller (day-to-day) account of certifications and appointments (city); names, salaries, lists.
3. Same for State lists, so we can find out what's what on state appointments.
4. You might do a series on the status of existing state lists.
5. Print all notices of exams, city, state, federal.

state, federal.

These are excellent suggestions. Here's our comment on them: 1. We do print the calendar and

dispositions: But instead of runs these in the form of a dry list, we obtain additional information are each item and run it as a new store. This makes more interesting red ing. The only items we don't are those which affect a very star number of people.

2. Instead of running lists of certified names, we feel that the Department "Your Chances for Appointment" is a far more rated service, containing as it does all pertinent information about certifications. number of people. cations.

3. and 4. We publish everythin we can get from the State Commission on state lists.

5. We now publish notices every exam, city, state and feder

The LEADER would like to recommore suggestions on these of the matters from our readers.

Postal List For Defense Jobs

Sirs: Four years ago, the Brooks Post Office Laborer's list was esta lished. Thus far, appointments have been few. The list is comprised many ex-service men who are under ployed.

With the urgent need for nation defense, these men could be put work on governmental projects as Navy Yard, Army Base, and other as Navy Yard, Army Base, and the federal positions where they be of invaluable aid.

POLICE CALLS

BY BURNETT MURPHEY

Course in Criminal Law Enforcement The Bureau of Training of the Municipal Civil Service Commission announced this week that an in-service training course in Criminal Law Enforcement in the City of New York will begin January 29. A geries of 14 weekly lectures will be given by leading city officials.

All employees of the departments of Correction, Investigation, Police, Criminal Courts (Magistrates, County, General and Special Sessions), Chief Medical Examiner, District Attorneys, Sheriffs, Parole Commission and all employees in the Probation and Parole Services are

sion and all employees in the Probation and Parole Services are eligible to take the course.

There will be a registration fee of \$2, and those who are interested must register before January 10. Additional information concerning registration can be secured from the Civil Service Commission at 299

The course of study will cover the following: crime and law enforcement, work of the Police Department, District Attorney, Department of Investigation, and Grand Jury. Another series of lectures next fall will cover the courts and the social and institutional treatment of

offenders. This training course should be extremely helpful to men who intend to take the Sergeant's test in May.

The 14 sessions will be held weekly on Wednesdays from 5:30 to

PB 4 Works on Legislative Program

The legislative program of the PBA will begin to take form in a few days. A number of bills are in the works and the legislative committee is working carefully on them. The PBA figures that with an election coming on, members of the City Council will be in a more-or-less receptive mood to legislation backed by 19,000 cops and their families and friends.

We'll report on new bills as soon as they're completed.

Coming Events

oming Events...an entertainment on February 7 for members of the Anchor Club of America, Branch No. 1, at the Hotel Astor...an entertainment and ball for members of the William E. Sheridan Police Post 1059 at the Columbus Club, 1 Prospect Park West, Brooklyn, on February 15...an entertainment and ball for members of the Queens Police Post 1103, American Legion, at the Lost Battalion Building, 93-29 Queens Boulevard, Elmhurst, on February 15.

The Patrolman Eligibles Association will meet Tuesday, January 7, the Washington Irving High School, Irving Place and 16th St., at

istant District Attorney Turkus is scheduled to address the group on "Murder, Inc."

That Vogel Resolution

A resolution calling for the immediate appointment of enough probationary patrolment to fill all existing vacancies in the Police Department will be introduced in the City Council by Councilman Edward Vogel, Brooklyn Democrat, on Wednesday, January 8. An earlier resolution by Vogel demanded the appointment of 1,000 patrolmen, but this has been amended, he announced last week, "after repeated conferences."

announcing his intention of introducing the amended resolution,

In announcing his intention of introducing the amended resolution, Vogel declared:

"No city in this world, no matter how productive and wealthy, can withstand the destruction wrought by organized crime—crime which cannot be dealt with because of insufficient manpower to combat it. We in New York are tolerating a crime by allowing the police force to be 550 men short of its quota when the official budget for 1940 has made provision for that additional number of patrolmen. Statistics show an increase in crime while figures show a decrease in patrolmen. Shall we countenance such an incongruous situation?

"Have we the necessary men? We have more than that; we have the choice pick of American youth selected from 35,000 candidates. The result is a group of 1.427 eligible patrolmen who are ready, anxious and thoroughly qualified to beat down the assaults made upon us by ruthless criminals from within and even more dangerous subversive plotters from without.

"The immediacy of the crisis calls for action. We cannot afford to toy with and delay the appointment of additional patrolmen which almost a guaranteeing our liberties and insuring our safety. This is not the people's privilege; it is the people's right. Especially is this true when the funds are at hand to meet the expense. There being the necessary funds, the select manpower and the urgent need, the city administration should no longer delay action upon a problem so vital to its welfare."

Welfare Department News

By HENRY TRAVERS

How Far Will The Relief Rolls Decline?

Commissioner Hodson had some observations to make regarding this observations to make regarding this all-important question, and he made them recently when the New York Times published a story indicating substantial declines in public assistance expenditures (thirty-odd millions) during 1940 as compared with 1939 with 1939.

with 1939.

Said the Commissioner:

"It would be a tragedy to assume that our relief problem is over, or that substantial declines in caseloads and expenditures can be expected immediately. There has been some decline and there may be more, but it is bound to be slow, and the rate of decline will be much slower as time goes on. There is much unemployment despite There is much unemployment despite the upward trend of production. Eight million are still out of employment in the country as, a whole. Here in New York City hundreds of workers come to us every day in a steady volume, who are losing their jobs in private industry. Seasonal and other factors industry. Seasonal and other factors enter in here. The increase in the volume of unemployment insurance benefits during the past year proves

this conclusively.
"New York City is essentially a consumer industry town and there is little defense production here. Nor have the needle trades improved substan-

tially in recent months.

"We are dealing with needy men, women and children, and with workers who are out of employment through no fault of their own. There is no use in having any illusions about them, they can't eat 'anticipated declines' in unemployment; they need food, shelter and clothing and we are going to provide it for them in proportion to their need."

Sensible stuff-that requires retelling.

Recent Assignments

Assistant Case Supervisors Julia Prelle, Veterans Division, Assistant Supervisors

Henrietta Kuselowitz, Field Audit. Social Investigators Marion Schneider, DO 26; Fannie

Levinson, DO 33; Sadie E. Schechter, DO 32; Lena Payne, Feustina Townsend, DO 41.

The Resource Division

The white - haired couple got off the elevator at the eighth floor. They looked about uncertainly, then turned to a passing girl and asked for the name of a man in the Property Analysis Section of the Resource Division. The girl took them directly to the property analyst's desk.

"We haven't any property," the old man began, as he and his wife accepted the chairs offered by their interviewer. "We lost everything— years ago," the old lady added, her

eyes clouding.

The interviewer nodded sympathetically.

The old man turned over a packet of papers. The interviewer examined them, explaining that experience had shown that quite often folks are convinced that some equities they hold are worthless, only to be pleasantly surprised.

The aged couple smiled faintly at ach other. "That mortgage certifieach other. "That mortgage certifi-cate there," the old man volunteered, leaning toward the interviewer, "we investigated that three times—there's no use doing anything about it."

The resource interviewer was reading the yellowed, dog-eared docu-ment. He continued to examine it closely, with particular interest.

"How did you go about investigat-ing this mortgage stock?" he asked. The old man explained, with his wife joining in. "You can have it if you want it," the old man concluded, laughing. "I don't know why we laughing. "I don't know why we keep the thing around. It makes us

blue whenever we come across it."

The interviewer said hopefully:
"Let me see what I can do about it." "Sure-sure; go right ahead. But you'll be wasting your time," the old man warned him.

The interviewer grinned. But I'll take a chance." gave the couple a receipt for the mortgage stock, and said he'd let them know what happened.

Worth Money

He did. The certificate had a current market value of \$2,000. The old people sold it, reimbursed the De-partment for the assistance they had received, and are now living independently on the balance.

That is one of the things that the Resource Division does. Naturally, the boys feel good about accomplishments like that-and there are many of them.

If you go to the eighth floor at 902 Broadway, you'll find the headquarters of the Resource Division. Housed there are some two hundred workers, sixty other consultants being stationed in the district offices and in the public assistance divisions.

The Resource Division serves all

the public assistance divisions of the Department in the field of resources and supervises the function of the resource consultants in the district

It contains three operating sections, each responsible for the handling of a different phase of resources.

Helpful Section

The Property Analysis Section has complete charge of all property analysis, liquidation and protection of clients' assets, including property assignments, bonds and mortgages, in-surance adjustments, bank clear-ances, title and public record searches, etc.

The Recovery Section has complete jurisdiction over all refunds, recoveries and collections, the institution of criminal and civil action and the follow-up of assignments, bonds and mortgages and confessions of judgment.

The Industrial Survey Section is charged with employment collaterals, payroll checks, and small business analyses.

The Clerical and Stenographic Section provides clerical, steno-graphic and statistical service to each of the other three sections.

The Director

Phil Sokol, a pleasant, seriousminded young chap, is the divisional director. Phil will tell you that the Division might more accurately be called the Division of Client Resources, "since the only resources with which we are concerned are with which we are concerned are the resources of the clients." "This concern," Phil explains to

you, "is evidenced at the very inception of every application for relief, throughout the relief period and, in some cases, even after the case has been closed. For instance, when a person applies for public assistance, he is interviewed in intake by a representative of the Resource Division -a resource consultant-who discusses with the applicant any resources, past or present, such as insurance, bank accounts, stocks, bonds, real estate, causes of action and any other property, real or personal.

(Continued on Page 15)

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Mental Hygiene Notes

More Census

Last week we gave the total patient population of the State's men-tal institutions as 99,752. Those were October, 1940, figures gathered by Dr. Horatio M. Pollock, Director of Mental Hygiene Statistics. Here are further figures from Dr. Pollock's files: Caring for these patients were 470 physicians, 12,681 ward employees (mainly Attendants), and 6,786 miscellaneous employees. Each year close to \$36,000,000 is expended in these institutions. The yearly patient increase is about 3,000, which brings about an average yearly cost of \$10,-000,000 for the construction of new buildings and enlargement of old

Binghamton Elects

A recent meeting of the Bingham-

On Uniforms Care Guaranteed

WATCHES -- DIAMONDS **JEWELRY** FOR SALE ON TERMS UNITED PLEDGE SOCIETY 813 Eighth Ave. 1NC. 50th-51st Sts. ASK FOR JACK

ton State Hospital Employees Association elected officers for the coming year. A. Augustine relinquished the presidency to C. B. Chase, while assuming the vice-president post. Hazel Wood and Carl Hergert were meanwhile re-elected secretary and treasurer, respectively. Refreshments and dancing brought the meeting to a

Holiday Presents

More than 50 employees of Hudson River State Hospital are already in military service. In recent months their fellows back home in Pough keepsie have kept in touch with them. This feeling of camaraderie was made more specific during the recent holiday season, when gifts came streaming into the camps where they are stationed. Pough-keepsie's own Defense Council has raised a fund of more than \$500, through which each local boy re-ceived a kit of personal articles. Hudson River State Hospital contributed generously to this fund, then sent an additional \$5 to the mess fund of each of ten units where hospital employees are training.

Each kit contained steel mirror, toothbrush, razor, soap, soap case, toothpaste, shaving cream, nail file, comb, etc., and had the soldier's name stamped on the outside.

Moving

New employees at Wassaic State School: Mr. and Mrs. Clarence Dun- 97 Duane Street, New York City

bar, Patrick Connor, Mrs. Helen Riedinger, Sylvia Boseardin. Mrs. Alma Sigler has resigned.

Birthday Ball

Arrangements are already under way at Harlem Valley State Hospital for the President's Birthday ball, to be held January 30, as usual. Ray Kinney is chalrman of the committee in charge. The ball is scheduled for the Alfred E. Smith Hall...New-comers at Harlem Valley: Mrs. Rooney Masseo and Mrs. Lola Sotille ... Elsie Freeman has resigned, to accept a post with the federal government.

Welfare Lists Waiting

Although some of the lists for positions in the Welfare departments in 44 upstate counties are already completed, establishment is waiting until all are ready. State Civil Service Commission officials estimate that all the lists will be available within coming weeks.

The exams were given for 1,058

jobs in counties where Civil Service has not yet been extended, on September 28 and October 5. This was done at the insistence of the Social Security Board, which threatened to cut off millions of dollars in federal reimbursements from New York State.

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Question, Please?

by H. ELIOT KAPLAN

CONTRIBUTING EDITOR

No Birth Certificate

T. A. B .- Frequently a candidate eligible is unable to produce a birth certificate or a church baptismal record to evidence the date of birth of the candidate or eligible. In that case other reliable evidence may be presented to the Civil Service Commission, such as your school rec-ord, record of your first vote as certified by the election board, insurance policy, marriage license, military discharge or similar records. It is best to furnish more than one record of this nature in order to satisfy the your age in the absence of official birth certificate or baptismal certificate or record.

Postal Service and Residence

K. D.-A non-resident of New York City is not eligible to take an examination for postal-carrier for service in the New York City Post Office. As a matter of fact, those who are residents of a borough other than Manhattan and Bronx will be certified for appointment in Manhattan or the Bronx only after all residents of those two boroughs have been reached for appointment; in other words, the non-resident of the two boroughs will go to the tail-end of the list, and will generally never be reached for appointment.

Guardhouse Question

D. S. - Your question is really unique, but I must admit it is a very practical problem you might face. though I hope there is no occasion for it. It is expected that the States and cities will undoubtedly provide for the difference in salary between the pay received in military training and the pay of the Civil Service position. If you should have the mis-fortune to be disciplined and sent to the guardhouse for a period of time, which means you will be deprived of the military pay during that period, I doubt that you will lose the Civil Service pay difference for that same period. One has nothing to do with the other, so far as discipline is concerned. Of course, the State or city will not make up the loss you Moral: Stay out of the guardhouse.

Leaving One Service To Enter Another

A. J. H .- When a person who is employed in the city service is appointed to the State service, he must, of course, give up his city position. Indeed, acceptance of the State position automatically vacates the city position. One cannot hold both a State and city position at the same time. As a matter of good practice, he should resign his city position as soon as he has accepted State employment. I doubt whether you can have a leave of absence from the city position pending the termination of the probationary period of the State position. Technically, a person on leave of absence is still constructive-ly in the service, so that under a leave of absence you would still be within both the city and State services, even though actually working for and receiving salary from only one of them. I suppose it is possible for one to be "on leave" from one position to accept a temporary assignment to a higher position in the same department.

You Can't Sue U. S. Commission

C. D.-The relationship of the U. S. Civil Service Commission to the President of the United States is not analagous to the relationship of the State Commission to the Governor, or the Municipal Commission to the Mayor. The State Commission is established by law as an independent agency of government, the same as any other State department or board. The Commissioners are appointed for a fixed term and can be removed only upon charges after a public hearing. The Municipal Commission also serves for six-year terms and may be removed either by the Mayor or the unanimous vote of the State Commission after public hearing. Like the State Commission, the Municipal Commission has autonomous power (similar to the State) within its own city jurisdiction. The State might suffer as a result of withhold- Commission does, however, exercise

ing the military pay during your en-forced stay in the guardhouse. the Municipal Commission, and the the Municipal Commission, and the Municipal Civil Service rules must be approved by the State Commission before they become effective. In the case of the Federal Commission, situation is radically different. The Federal Commission is really only an "agent" of the President, whose control over the executive departments is indisputable. It is the President who is responsible for making the Civil Service rules (not the Commission). The Commission, for all practical purposes, does only what the President may require of them in the enforcement of the Civil Service act. The Commissioners serve for indefinite terms and are removable by the President at will. The Commission is not independent of the President. If the State or Municipal Commission violates the civil service law or rules, any aggrieved person or citizenship can bring a proceeding

with the law. Suit against the Fed- | the second. The same situation eral Commission to enforce the civil service rules or comply with them may not be maintained, for theoretically it is the President who would have to be directed ultimately to enforce the rules through his agency, the Civil Service Commission. If you don't believe this, just try it some

This Department of Information Is conducted as a free LEADER service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions

all who desire to enter the Service. Address your questions to Question, Please?, The Civil Service Leader, 97 Duane Street, New York City. If space does not allow printing your answer, you will receive a reply by mail. Therefore, state your name and address. Questions for this column receive

thorough analysis by a well-known Civil Service authority,

Hanging Onto

Seniority W T. G.-When an employee already in the service of the city receives an appointment to another position in the city service as a result of an open competitive examination, and leaves the old position to accept the new appointment, my view is that there is not a "break" in the continuity of the employee's service for purpose of seniority. This is true whether or not there has been a formal resignation from the first position for the purpose of accepting

in the case of a promotion within the same department or to another de partment, or in the case of a transfer partment, or in the case of a transfer from one department to another. "Seniority" does not depend on the date of appointment to the last posttion held, but on the date of original appointment from a competitive elk gible list. A person who was appointed as a laborer in 1916; to a non. competitive position in 1921; and then to a competitive position in 1925, ha seniority for purposes of lay-off over a person who was appointed in the exempt class in 1904 and was not in the competitive class until 1926, even though the latter was longer in the city service than the former.

Less people are taking Civil Serv. ice exams . . . More jobs are avail, able . . . Your chances are better ... THE LEADER keeps you informed of all opportunities.

Variety of City Tests

(Continued on page 3)

to compel the Commission to comply

Juntor Administrative Assistant (Office Planner).

Junior Administrative Assistant (Real Estate Research).

Junior Civil Service Examiner (Civil Engineering).

Junior Engineer (Civil), Grade 3. Junior Engineer (Electrical), Grade 3. Junior Epidemiologist.

Mechanical Draftsman (Electrical), Grade 3. Office

Appliance Operator (I.B.M. Alphabetic Key Punch), Grade 2.
Office Appliance Operator (Remington Rand Bookkeeping Machine),

Grade 2.

Power Distribution Maintainer, N.Y.C.
Transit System.

Principal Pediatrician (Administrative) (School Health).

Prison Locking Device Maintainer. Radium Technician.

Resident Physician. Roentgenologist, Grade 4 Telephone Maintainer, N.Y.C. Transit System. Telephone Operator, Grade 1 (Fe-

System.

Promotion

Assistant Foreman (Power Distribu-Independent Division, N.Y.C. Transit System.

Assistant Foreman (Track), Independent Division, N.Y.C. Transit Sytem.

Assistant Foreman (Turnstiles), In-dependent Division, N.Y.C. Transit

Bookkeeper, Grade 1 (City-Wide). Car Maintainer-Group A, Independent Division, N.Y.C. Transit System.
Car Maintainer—Group F, Independent Division, N.Y.C. Transit System.
Chief, Fire Department.
Chief, Towersen, Independent Div.

Chief Towerman, Independent Divi-sion, N.Y.C. Transit System. Electrician (City Wide).

Senior Supervisor, Grade 4 (Social Service, City-Wide). Sergeant, Police Department.

Engineering Inspector, (Board of Water Supply).

Foreman, Grade 2 (City-Wide). Foreman of Porters (Dept. of Publis Works).

Gardener (Department of Parks), General Foreman (City-Wide). Mechanical Maintainer—Group A, Independent Division, N.Y.C. Transit Sys-

Mechanical Maintainer-Group C. In. dependent Division, N.Y.C. Transit sys.

tem.
Power Distribution Maintainer Inde

pendent Division, N.Y.C. Transit sys-tem.
Senior Porter (Tentative Title), Department of Public Works.

Telephone Maintainer, Independent Division, N.Y.C. Transit System. Trainmaster, Independent Division,

N.Y.C. Transit System. Labor Class

Change of Title to Plumber's Helper

(Park Department). Electrician's Helper

Laborer (Open only to residents of Orange County).

Study Corner

United Air Lines has put out a "Teachers's Manual" (40 pages, 10c.) for teachers of aviation subjects.... Civil Service Assembly has published a digest of Civil Service laws.... "Clerical, Card Punch, Typeing and Stenographer Study Book" has just been published by Helen Goden, in Washington... Those pre-

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paring for the Jr. Auditing exam Occupational Guidance and the ecoshould look at the new "Accounting nomic and psychological factors Procedures of the U.S. Government" which affect their practical applicaby E. F. Barteltes... The Dictionary of Occupational Titles (Government Printing Office) has just released part 2 of the 3-part study..."The Scholarship of Junior Professional Assistants" is the title of a report of the President's Committee on Civil Service Improvement It was a various part of the President's Committee on Civil Service Improvement

Service Improvement. It was pre-pared by Louis B. Simms.

The pre-registration period pre-sents two new school volumes that will be of interest to exam takers who are worried about their gram-

mar.
"English Presented Simply" by
Frederick H. Ripley and Mary R. Frederick H. Ripley and Mary R. Thomas is published by "The Writer, Inc." Covering the field from "See, Saw, Shall See" through parts of speech and sentence structure, the book is especially handy for foreigners.

eigners.

"Easy English for High School" by Edna Blackwell and John W. Bell published by Follett Publishing Co. is on a higher level. Aimed to fit high school students of varied backgrounds. Typical study units are, "Let's Talk!," "Social and Business Letters," "Building A Vocabulary," and "Finding and Using Information," and "Grammar for Everyday Use."

If you're practising up for the If you're practising up for the Steno-Typist exam you'll find a handy one-year speed course in John Robert Gregg's new "Gregg Speed Builder" made up of daily lessons, with self-reading passages and assignments. The volume is divided into two parts, one for general business dictation; the other for specialized fields, including advertising, aviation, banking, law, etc.

Job hunting is still America's greatest occupation, and probably the toughest job that most young people will have to tackle in their lives. To help them, various agencies have been established in the city.

nomic and psychological factors which affect their practical application. The book should be of special value to those who wish to keep in touch with current education doctrines and those preparing for personnel training exams.

sonnel training exams.
"Skylines for Youth, 1890-1940" is a self-portrait of Vocational Service for Juniors that tells the story of vocational guidance in New York City for the past half century. The climax is the present program of N.Y.A. scholarships, consultation service, state aid, investigation of industrial opportunities, and training guidance. The problem remains of "finding a place for 400,000 young people ready and willing to learn to earn."

"Working With Words" a new survey of vocational opportuni-ties for young writers by Lorine Pruette, is just off Funk and Wagnall's press at \$1.50. "Word vocations" such as journalism. editorial work, a ing, pu licity, screen and radio writing are interestingly discussed from a young person's viewpoint.

This is the first chance we've had to comment on George Hjelte's "The Administration of Public Recreation," which we recently recommended for the must list of Playground Director applicants. A complete treatise on the administrative aspects of public recreation, the volume discusses organizations in public schools, rural and urban com-munity, city planning, acquisition of properties, internal organization, financing, accounting, personnel, public relations and research. The Macmillan Company is the publisher, and the price is \$3.00.

"How to Make a Million Dollars Writing Songs," is the intriguing title of a new book by Frankie Sabas just published by Fortuny's. Written by a lyricist in lyric style, it has some good pointers and lots of inspiration. Among the new volumes on the subject is "Vocational and Occupational Guidance" by Reese Edwards. The 117 page book describes the general setting of Vocational and spiration.

Court of Appeals Decisions

(Continued from Page 2)

ment, mandamus to compel the Commission to do so now would not be granted.

Temporary Title Examiners in Law Department Cannot Have Permanent Status. More than 65 Title Examiners serving in the Law Department of the city since the winter of 1938 will have to give up their jobs. So ruled the Court of Appeals last Tuesday. They had been appointed from an eligible list established after the Municipal Civil Service Commission announced an examination for "temporary" service only. Originally the appointments were made for a six-month period. The appointments were renewed for temporary periods, until the Corporation Counsel found he needed the examiners for permanent positions. The Corporation Counsel wanted to keep them. The Commission wouldn't let them stay, maintaining they were entitled to temporary places only. The employees sued to stay on. The courts said no. Appointments will now have to made from the newly-established list for permanent Title Examiners to replace the temporary appointees.

Increments of McCarthy Law Applicable Until Maximum of Grade Lawfully Changed. The McCarthy Law provides for annual salary increments to certain classes of employees in the city service. The increments stop when the maximum of the grade is reached. The Mu-nicipal Commission some three years ago fixed the maximum of one of the grades for Bridge Operator at \$2,700. The Commission last year adopted a change in the grading and reduced the maximum of that grade to \$2,400. The State Commission had not yet approved the reduction. meantime, the city refused to grant any increment beyond the new \$2,400 maximum proposed. The Court of Appeals upheld the employees' right to the increments annually until the old maximum of \$2,700 is legally changed. The fixing of the new grades by the Municipal Commissions. sion without the approval of the State Commission is not effective, as a change in the rules is required.

[Ed. note-The Attorney General before the court decision was handed down, advised the State Commission that it need not pass on the change in the gradings of positions in the New York City service, on the ground that the fixing of salary grades and salaries of employed was a matter for the Board of Esti-The Attorney General ad not view the changes in grading positions to be a change in the local Civil Service rules requiring the State Commission's approval.

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WILL YOU have to 'let down" at 40? Or will you take steps to cross the "40 line" with speed to spare! Among other things, drink fresh milk daily - it helps keep your body in repair.

THE STATE OF NEW YORK SATE Look better, Feel bettel ORINK FRESH MILK THE ECONOMY FOOD



You and I

by May Andres Healy

May Andres Healy is granted the widest latitude in expressing her views. Her opinions do not necessarily represent the views of The Leader.

WEDNESDAY, January 8th, the State Legislature convenes for the 1941 session. Only a few bills will be sponsored by the teachers this year; the main objective will be to obtain *full State aid* for Educa-According to recent reports, the State's finances are in fine condi-a \$33,000,000 surplus is reported. There is definitely no need to economize in the field of education. The enemies of public education will have no deficit to point at, and therefore we expect no budget troubles.

Certainly in troubled times like these the great importance of education must be realized. The government has turned to the schools to help plan

its national defense. Without good educational foundation it would be a hopeless gesture to try to train men and women for industries which are an integral part of the national defense program.

The Joint Committee of Teachers' Organizations has its program ready.

Draft Bill

It will sponsor a bill to protect those teachers who will be called into army service by the Selective Service Draft law. This bill will be drawn along the lines of the Fenner law enacted during the last World War. It is designed to give teachers the difference between the army pay and the salary received on the job. It will also protect their pension rights by allowing them to pay pension deductions to the pension fund while in federal service, thus receiving credit for continuous service under the pension The provisions of this bill will also apply to teachers in the National Guard and in the Reserve Corps, if called into active service. In order to protect those teachers who have already been called the bill is to be retro-active. Provision will also be made for permanent substitutes.

Repeal Dual-Job Law

In order that the Board of Education's defense program shall go on unhindered it will be necessary to repeal the Goldberg-Coudert dual-job law. Such a bill has been drafted.

Other bills on the Joint Committee's program are State Aid for Kindergartens and one to restore Absence Refunds to teachers.

All publicly paid groups in the City and State, EXCEPT NEW YORK

CITY TEACHERS, are given absence allowance with pay. This discrimination must end. We hope that the new bill, in its simpler form, will pass!

This column will keep you posted on all bills introduced affecting educa-

tion and what their status is from time to time,

New York Teachers, Please Note!

The use of advertising technique in the promotion of education is advocated by W. D. MacQuarrie, machine shop instructor in Pasadena, California. Mr. MacQuarrie believes that classroom instruction can be made more appealing if it is packaged more attractively.

Writing in the Journal of the N.E.A., the author transformed a drab, uninviting machine shop instruction room into an inviting, neatly-arranged classroom. Power machinery was painted a bright orange, furnaces and heat-treating equipment, aluminum, electrical outlets and switches a bright red. Work-benches were given a coat of light green to contrast with darkgreen-walls. Attention was focused on the demonstration table which was painted a canary yellow. Yellow-orange chalk was used on the blackboard.

The author maintains that good room layout is as essential as good advertising layout. Centers of in-terest should be arranged to reduce confusion when students move about the room. In machine shops good layout is essential to safety. By improving the layout in his shop, accidents were reduced 75%.

Perhaps the greatest advantage to teachers in centering activities is the elimination of confusion and disputes which result in disciplinary actions. The classroom situation is happier for everyone, including the teacher, who has the time to really enjoy his tasks.

262 Teachers

Two hundred sixty two teachers and supervisors are being selected to staff three new high schools opening in February — the William Howard Taft in the Bronx, Midwood in Brooklyn, Forest Hills in Queens. The teachers are being selected by the principals of the new schools and by the Division of Appointments of

the Board of Education.
Dr. Howard Rogalin, principal of Taft High School, will have 116 teachers and 7 first assistants on his staff. Dr. Jacob M. Ross, principal of Midwood High School, will have 76 teachers and nine first assistants, Dr. Michael H. Lucey, principal of

Forest Hills High School, will be as- | tendents, sisted by 51 teachers and three first assistants.

In his annual building report, Board of Education President James Marshall stated that eleven new buildings had been opened in 1940. The new schools cost \$14,582,426 and contain 17,785 seats. Mr. Marshall reported that eleven more buildings will be constructed in 1941 at an estimated cost of \$19,644,250. These will contain seats for 24,799 pupils.

Secondary Supervisors As Grade Teachers

High School department heads with three years first assistant experience may be eligible for licenses as grade school principals. The Board of Education's committee on law is considering an amendment to grade school eligibility requirements proposed by the Board of Superin-

tendents. The Board of Superintendents' report stated: "The position of principal of an elementary school is undoubtedly the most important post in our public school system. The competitive examina-tion for this license should be opened broadly to enlist the best potential principals.

"While it is still deemed sound to eliminate high school teachers whose experience has been circumscribed to pupils of secondary school age and to limited subject fields, it is deemed advisable that supervisory experience on the secondary school level be accepted as an offset to a require-ment that the applicant shall have had experience in elementary and/ or junior high schools."

Anything you want to know about Civil Service? Come in and inquire of the Civil Service Leader's

FREE Information Bureau

Opinions of the Week

Radio Lessons

Children whose education is supplemented by tuning in on classroom radio programs obtain higher marks than those who do not have the benefit of radio, according to Allen Y. King, second vice-p.esident of the National Council for Social Studies. Said Mr. King, "Objective tests have shown that pupils who have had radio lessons in a subject consistently get higher scores on these tests than pupils of equal abil-ity who have not had the radio les-

"The new and different personality coming into the classroom has a stimulating effect upon pupils. But we do not expect the voice of the radio teacher to do the whole job. The participation in the lesson by the receiving class and the classroom teacher plays its proper role."

Free, Effective Speech

Professor James M. O'Neill, chairman of the department of speech at Brooklyn College, exhorted speech teachers to recognize the importance of effective speech in the preserva-tion of democracy. Speaking at the 25th annual convention of the National Association of Teachers of Speech, Professor O'Neill said, 'Democracy-freedom of the individual, the community or the nation—can exist only if man can speak freely and effectively with

other men. The complete and adequate training of men and women to function fully and properly through speech in a free society should be the aim and essence of education."

Against:

New History

Columbia University's Professor Henry Livingston Schuyler, editor of the American Historical Review, of the American Historical Review, bitterly condemned the present-day trend of progressive educators toward simplification in history. "Those who seek to explain the present in terms of the past and by viewing the past in the light of the present," Professor Schuyler said. "I know that iverse towards are in disknow that ivory towers are in dis-repute but total immersion in the affairs of the day breeds the spirit of chronological parochialism."

Against:

Cut in State Aid

New York's assemblymen and senators convening tomorrow (January 8) have received preliminary warning from the State Mayors Conference against decreasing State aid to municipalities and increasing local taxes

"No new activities or obligations should be imposed upon municipalities unless either the revenue to pay additional expense is provided by the State, or municipalties are authorized to procure the revenue from some source other than the tax on real estate."

Schools and teachers, be careful.

PARK TOPICS

By B. R. MEEHAN

Letter to Editor

Sirs: Knowing that your column has been of great aid to eligibles on Civil Service lists, it is desired that you extend your liberal aid to the eligibles on the promotion list of Park Foreman, Grade 2, with the view of forming a committee of eli-

The fact that your columns are read by most of the Park employees will make it an easy matter to contact the Park Department employees who were successful in obtaining a place on the above Foreman list.

It is hoped to form an organization of eligibles so that a job survey may be made in the different city departments as a means of hastening appointments by declaring our list appropriate for jobs in addition to that in the Park Department.

may extend to us in forming an organization, I remain,

AN ELIGIBLE.

All interested eligibles who have been successful in obtaining a place on the Promotion to Park Foreman, Grade 2, list desirous in forming an eligible organization for the purpose of forming a survey committee on tentative surveys in appropriate positions are requested to send a postcard to this column. State name, address and place on eligible list so arrangements can be made to meet at some future date.

Think It Over

Acre for acre, New York spends less than half as much as Chicago for park maintenance. Compared to five other major American cities (Chicago, Philadelphia, Los Angeles, De-troit and Boston), New York's parks comprise a greater percentage of the total city area. However, these other

total expense budget to their parks, while New York allots only 1½%. From "Six Years of Park Progress."

Assistant Gardeners Eligible Association will meet on Tuesday, January 7, at 8:30 p.m. in the City Court House, 52 Chambers St., Manhattan. Election of Officers will take place. All eligibles are urged to attend.

Il eligibles are urged to attend.

Five Boro Asst. Gardeners Organiof the named lawn diseases.

45. It recently has been stated by zations will hold an important meeting on Tuesday evening January 7, at the City Court House, 52 Chambers St., Manhattan. Regardless of or-ganization affiliations all Asst. Gar-deners are invited to attend. Elec-duce a good lawn. tion of officers is scheduled.

Park Facts

Thanking you in advance for any help that your Civil Service Leader the United States was on the site now 46. Bordeaux paint is used in occupied by Bryant Park, Manhattan. The New York World's Fair opened July 15, 1853, and closed November 1, 1854. Crystal Palace, which housed the Fair, was destroyed by fire in 1856...Flushing Meadow Park will be New York City's largest park. It comprises 1,255 acres, in comparison with 625 acres of Prospect Park and 840 acres of Central Park ... Thirtythree acres bordering Meadow Lake at the new Flushing Meadow Park have been set aside as a picnicking grounds. It will be equipped with fireplaces, tables and other accommodations for the comfort of the outdoor lover . . . The new park will also more than Prospect Park.

Study Series No. 5

What are the characteristics of five cities allot almost 3% of their tice to judge such soils by color? Leader.)

Explain briefly how the mechanical nature of soils can be determined.

42. Define each of the following terms with reference to grasses: (a) filler grasses; (b) base grasses; (c) special purpose grasses; (d) nurse grasses. State the purpose of each.

43. "Mow high and frequent" is a common expression among gardeners. Under what conditions is this rule disregarded? When is this rule assiduously followed?

44. Briefly describe the appearance of each of the following: (a) brownpath, (b) dollarspot, (c) spotblight, (d) snowmould, (e) damping-Give a control measure for each

a leading horticulturist that "lawns are started from the bottom up." Explain the meaning of this expression. State briefly five essentials that pro-

Directions: Examine each of the following statements and decide which is True or False. If you decide a statement is True, encircle the "T,"

treating tree wounds. T. F.

47. Stem cuttings from soft wooded plants are called "slips." T. F. 48. Cold soils are made workable by providing proper drainage. T. F.

49. Suckers are frequently used to propagate certain plants. T. F. 50. Azaleas are propagated by soft

wood cuttings in summer. T. F.
Directions: In each of the following items four possible answers are suggested to complete each statement. On the answer sheet write the letter of the statement which is best of those suggested.

51, Cobweb sempervivum is (a) controlled by spraying with arsenate contain 24 baseball diamonds, eight of lead; (b) a rock garden plant; (c) more than Central Park and nine a type of lawn grass; (d) dusty type of lawn grass; (d) dusty

52. A soil with a PH value of 7 Promotion to Gardener indicates (a) acid soil; (b) alkaline soil; (c) neutral soil; (d) the absence of organic matter. (Address all communications to col-

umn, in care of THE CIVIL SERVICE

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Inspector, Powder and Explosives (\$1,620-\$2,600)

Examination Requirements

City Tests

U.S. Tests

Inspector of Pipe Laying, Grade 2

(Promotion)

Salary: \$1,800 to \$2,400. Vacancies: seven at \$2,000. Date of written test; March 1, 1941. Fee, \$1. File by Jan-uary 27.

Duties

Under direct supervision, to inspect all materials and supervise the laying of water mains, installation of valves, hydrantis, etc., and backfilling of excavations for the water supply distribution system of New York City; keep records and make reports.

Requirements

Requirements

Open to all permanent employees in the competitive class with the titles of Foreman of Laborers, Tapper, and Pipe Caulker who have served six months or more in the Department of Water Supply, Gas and Electricity. Also, to all laborers in the labor class who have been performing work of a character to qualify them for the duties of the position, who have served at least six months in the department.

Basis of Rating

Record and seniority, 50; written, 30; practical, 20.

Instructor, Air Corps

Technical School (\$2,000-\$3,800)

Junior, \$2,000; Assistant, \$2,600; Associate, \$3,200; and Instructor, \$3,800. Twelve optional branches. File until further notice. Age limits: 21-53. Army Air Corps, War Dept., Chanute Field, Rantoul, Ill.; Scott Field, Belleville, Ill.; and Lowry Field, Denver, Colo.

Applicants must have

Applicants must have high school diploma or a certain substitution; four years' experience as instructor in shop subjects or shop supervisor, which included six months in the optional branch

for which application is made. Certain college credits may be substituted for experience. There are additional requirements for grades above Junior Instructor.

Aeronautical Inspector

(\$3,200-\$3,500)

Associate, \$3,500, and Assistant, \$3,200; Civil Aeronautics Authority, Dept. of Commerce. File until further notice, Age: 24-40 (Associate), 24-35 (Assistant), Applicants must have pilot's certificate, solo flying hours and instruction experience.

Aircraft Inspector (Factory)

Associate (\$2,900)

Air Carrier Maintenance

Inspector, Associate (\$2,900)

Civil Aeronautics Authority. File until further notice. Age limit: 24-53.

Applicants must have an air-

craft mechanics' certificate of competency and (1) two-year supervisory experience in the

supervisory experience in the mechanical field of modern civil aircraft manufacture or repair, or

(2) three years' experience in the same field, which includes components, sub-assemblies, in-

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promotion tests.

Inspector of Fuel, Grade 3 (City-Wide)

(Promotion)

\$2,400-\$3,000. Date of Salary: written exam: February 25, 1941. Fee, \$2. File by January 27.

Duties

To draw up specifications on which coal and fuel oil may be furnished; to identify, inspect, sample, accept, reject, etc., shipments of coal, coke and fuel oil for quantity and quality; to check compliance and report on non-compliance with contract delivery dates, quantities and specifications on shipments of fuel; keep records; make reports; etc.

Requirements

Open to all permanent employees with the title of Inspector of Fuel, Grade 2, or Inspector of Fuel and Supplies, Grade 2, who have served for not less than six consecutive months in their department immediately preceding the examination, and who are otherwise cligible.

Basis of Rating

Record and seniority, 50; weight, 30; practical, 20.

Age limit: 55. Applicants must have had inspectional experience, appropriate for the grade and optional branch.

Engineering Aid (Aeronautical) (\$1,620-\$2,600)

Assistant, \$1,620; Engineering Aid, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. Army Air Corps, War Dept. File until June 30, 1941. Age limit: 55.

Applicants must have had engineering experience in testing, research, design, construction, or other engineering activities, partly in the field of aeronautical engineering. gineering.

Junior Engineer (\$2,000)

Optional Branches: (1) Aero-nautical and (2) naval architec-ture and marine engineering. File until further notice. Age

Applicants must have a bachelor's degree in the optional branch for which application is made. Substitution of 10 specialized college credit hours or one year's experience in the optional branch is permitted.

Engineer (\$2,600-\$4,600)

Optional branches: electrical, heating and ventilating, materials, mechanical, mining, radio, struc-tural, telegraph, telephone and tural, telegraph, telephone and welding. File by June 30, 1941. Age limit: 55.

Applicants must have a bachel-or's degree in engineering, but certain substitutions for education are allowed. Two to four years experience is required in the op-

struments, and accessories, or final assembly inspection.

Inspector, Engineering Materials (Aeronautical) (\$1,800-\$2,600)

Junior, \$1,800; Inspector, \$2,000; Senior, \$2,600. Navy Dept. for duty wherever assigned. File until further notice. Age limit: 53. Applicants must have had two to six years' experience in the inspection and testing of aeronautical maginerical materials. tical engineering materials, or aircraft engines and their acces-ories. Certain substitutions are allowed.

Engineering Draftsman (\$1,620-\$2,600)

Assistant, \$1,620; Engineering Draftsman, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. File until further notice. These positions are for work on ships. Age limits: 45 (Assistant), 60 (other grades).

Engineering Draftsman (Ordnance) (\$1,620-\$2,600)

Assistant, \$1,620; Engineering Draftsman, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600.

Principal, \$2,300; Chief, \$2,000.

Navy and War Depts. File until June 30, 1941. Age limit: 53.

Applicants must be high school graduates and must have two to six years' drafting experience, according to the grade. One year must be in elementary drafting training or experience and the rest in ordnance drafting.

Engineering Draftsman (Aeronautical) (\$1,620-\$2,600)

Assistant, \$1,620; Engineering Draftsman, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. File by June 30, 1941. Age limit:

Applicants must have two to six years' drafting experience, ac-cording to the grade. One year must be elementary training or experience and the rest in aeronautical drafting. Certain substi-tutions for college education are allowed for part of experience.

Inspector, Ship Construction (\$2,000-\$2,600)

Inspector, Engineering Materials (\$1,620-\$2,600)

Ship Construction: Inspector (optional branches—hulls, mechanical, electrical), \$2,000; Sen-

Engineering Materials: Junior \$1,620; Inspector (optiona! branches—hulls, mechanical, electrical, radio), \$2,000; Senior \$2,600.

Navy Dept., for duty in the field. File until further notice.

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Inspector, Signal Corps Equipment (\$2,000-\$3,200)

Junior, \$2,000; Inspector, \$2,600; Senior, \$3,000. Signal Corps, War Dept., for duty in the field. File until further notice. Age limit:

Applicants must have had col-lege study in electrical or radio engineering. In addition, except

tional branch applied for. Grad-uate study in engineering may be substituted for part of experi-

Junior, \$1,620; Assistant, \$1,800; Associate, \$2,000; Inspector, \$2,300; Senior, \$2,600. Ordnance Dept, War Dept. File until further notice. Age limit: 55. Applicants must have had at least 18 semester hours' study in organic chemistry. Additional experience may be substituted for part of this requirement. For all grades except Junior Inspector applicants must have had experience in analytical work in a chemical laboratory, or inspection of powder and explosives. Aeronautical Engineer (\$2,600-\$3,800)

Assistant, \$2,600; Associate, \$3,200; Aeronautical Engineer, \$3,800. Twelve optional branches, (Continued on Page 11)

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U.S. Govt. Reopens Filing for Many Skilled Jobs

(Continued from Page 10)

File until June 30, 1941. Age

Applicants must have a commercial pilot's certificate for two aircraft weight and engine classifications: 1,000 to 2,000 hours of solo flying, which included 300 hours of instruction in two classes of aircraft.

Mechanical Engineer (Industrial Production) (\$2,600-\$3,800)

Assistant, \$2,600; Associate, 200; Mechanical Engineer, 800. War and Navy Depts. lile until June 30, 1941. Age wit: 60.

limit: 60.

Applicants must be graduates of an engineering school, and in addition, except for certain experience substitutions, have had perience substitutions, have had professional engineering experience ranging from two to five years, according to the grade of the position.

Civil Engineer (\$2,600-\$4,600)

Assistant, \$2,600; Associate, \$3,200; Civil Engineer, \$3,800; Senior, \$4,600. Optional branches: Cadastral, construction, soil mechanics, safety, sanitary, general. War and Navy Depts. File by June 30, 1941. Age limit: 55.

Applicants must have completed a four-year college engineering course and must have had professional civil engineering ex-

fessional civil engineering ex-perience, partly in one of the op-tional branches.

Naval Architect (\$2,600-\$5,600)

Assistant, \$2.600; Associate, \$3,200; Naval Architect, \$3,800; Senior, \$4,600; Principal, \$5,600. Various optional branches. File by June 30, 1941. Age limits: for Senior and Principal, 70; for

for Senior and Principal, 70; for other grades, 60.

Applicants must have experience as a Naval architect up to seven years, according to the grade. College and graduate study may be substituted for part of experience.

Inspector, Ordnance Material (\$1,620-\$2,600)

Junior, \$1,620; Assistant, \$1,800; Associate, \$2,000; Inspector, \$2,300; Senior, \$2,600. Ordnance Dept.,

Letter Carriers Ball

15. It's a Saturday, and prepare for

ciation gives its 52nd Annual Ball,

at Manhattan Centre, 34th Street and

the "pinacle of the postal season." Proceeds of the ball go into the Sick

to the effect that a variety of postage stamps and stamped envelopes are

There's a Chinese Post Office right in the heart of San Francisco...On

the window is a sign which reads: "May Quock San Fam See Wah Fow Jung Fun Kook." It means: "United

States Post Office, San Francisco, China Station"...They're all talking about that referendum which would

prohibit any member of the National

Association of Letter Carriers, the

Mutual Benefit Association, or the

and Charity Fund.

Grab-Bag

Stamp Collectors

Postal News

War Dept. File until further notice. Age limit: 55.

Applicants must be high school graduates or have 14 units of high school work; one to six years' experience inspecting and testing of ordnance materials as armament, armorplate, demolition bombbodies, etc., or of raw materials, including metal shapes formed with dies, sheets, and bars and machined parts. Certain college courses may be substituted for part of experience in three highest grades. highest grades.

Marine Engineer (\$4,600-\$5,600)

Senior, \$4,600; Principal, \$5,600.
Optional branches for Senior:
power plant lay-out and piping,
turbines, boilers, Diesel engines,
deck machinery, and general. File
by June 30, 1941. Age limit: 70.
Applicants must have a college
degree in engineering or naval
architecture, or experience in the
field to substitute year for year.
Also six to seven years' experience in engineering, which inence in engineering, which in-cludes four to five years' experi-ence in marine engineering, Graduate study may be substitu-ted for experience.

Marine Engineer (\$2,600-\$3,800)

\$2,600: Associate. Assistant, \$2,600; Associate, \$3,200; Marine Engineer, \$3,800. Various optional branches. U. S. Maritime Commission. File until June 30, 1941. Age limits: Associate and Assistant, 60; Marine Engineer, 70.

A bachelor's degree in engineering or naval architecture is required. Substitutions of experience for education is allowed in part. Two to five years' experi-

Two to five years' experi-which includes partial experience in marine engineering, is required according to the grade. Postgraduate study may be substituted for part of the experience requirement.

Machinist (\$6.90-\$8.40 per day)

Ordnance Service, War Dept., Watervliet Arsenal, Watervliet, N. Y. File until further notice. Age limits: 18-62. File with Secretary, Board of U. S. Civil Servica Examiners, Watervliet Arsenal.

Engineering Aid (Topographic), Senior (\$2,000)

U. S. Geological Survey, Dept.

of Interior. Age limit: 53. File by December 31.

Applicants must be high school graduates and have four years of civil engineering experience, which includes two years in topographic field surveys. Certain substitutions for these educational and experience requirements are and experience requirements are

Marine Surveyor (\$3,200)

U. S. Maritime Commission, File by June 30, 1941. Age limit:

Applicants must hold a U. S. license issued by the Dept. of Commerce, either as chief engineer or as master, of ocean vessels of any gross tonnage, and must have had certain appropriate experience. ate experience.

Junior Graduate Nurse (\$1,620)

U. S. Public Health Service, Federal Security Agency and Veterans' Administration. File until further notice. Age limit: 35.

High school study and com-pletion of a specified training course in a nursing school are required. In some cases persons in their final year of training may

Senior Radiosonde Technician (\$2,000)

File until further notice. Age limit: 55.

Applicants must have rears' experience in the installa-tion, maintenance and repair of radio equipment, which included six months with radiosonde (radiometerograph) ground receiving and recording equipment.

Radio Monitoring Officer (\$2,600-\$3,200)

File until June 30, 1941. Age

Applicants must have had technical experience in the installa-tion, inspection, testing, or opera-tion with maintenance responsi-bility, of radio transmitters.

Medical Officer (\$3,200-\$4,600)

Associate, \$3,200; Medical Officer, \$3,800; Senior, \$4,600. Optional branches: aviation medicine; cardiology; dermafology; eye, ear, nose and throat (singly or combined); general practice; industrial medicine (a. gas analysis or toxic dust, b. general); internal medicine and diagnosis; medical pharmacology; neuropsychiatry; pathology, bacteriology and reentgenology (singly or comchiatry; pathology, bacteriology and roentgenology (singly or com-bined); public health (a. general, b. venereal); surgery (a. general, b. orthopedic, c. chest); tuber-culosis; urology.

Public Health Service, Food and Drug Administration, Veterans' Administration, Civil Aeronantics Authority, Indian Service. File until further notice. Age limit: associate, 40; other grades, 53.

Applicants must be medical school graduates. For the two higher grades three to five years'

training is required in the option applied for. For the associate grade, one year interneship, general rotating or in a special branch, is required. Certain substitutions for these experience requirements is allowed.

Navy Yard Jobs

Many exams re open for filing at the Brooklyn Navy Yard. Applications may be secured from the Navy Yard, from the Federal Building, or from any first-class Post Office. No examinations will be given but experience is required. The jobs and salaries follow:

Anglesmith, Heavy Fires, \$8.54 to \$9.50 per day: Anglesmith.

Anglesmith, Heavy Fires, \$8.54 to \$9.50 per day; Anglesmith, Other Fires, \$7.50 to \$8.54; Blacksmith, Heavy Fires, \$8.54 to \$9.50; Blacksmith, Other Fires, \$7.58 to \$8.54; Boatbuilder, \$7.87 to \$8.83; Boilermaker, \$7.87 to \$8.83; Chipper and Caulker, Iron, \$7.58 to \$8.54; Coppersmith, \$8.45 to \$9.51; Die Sinker, \$8.83 to \$9.79; Driller, Pneumatic, \$6.37 to \$7.30; Flange Turner, \$8.06 to \$9.02; Forger, Light, \$9.50 to \$10.46; Frame Bender, \$8.06 to \$9.02; Gas Cutter or Burner, \$6.62 to \$7.58, Holder-On, \$5.38 to \$6.34.

Loftsman, \$8.26 to \$9.22; Molder, \$8.99 to \$9.89; Pipecover and Insulator, \$7.78 to \$8.74; Puncher and Shearer, \$6.05 to \$7.01; Riveter, \$7.78 to \$8.74; Rigger, \$7.87

State Exams

(Continued from Page 5)

for juvanile delinquents under the supervision of the Department of So-

County Niagara County

Settlement Accounts Clerk, Department of Public Welfare. Stenographer, Department of Pub-

Oneida County

Accountant Clerk, Oneida County Veteran's Relief Committee.

X-Ray Technician, Oneida County Hospital.

Orange County

Assistant Photo Recording Clerk, County Clerk's Office.

Westchester County Guard-Farmer, Westchester County Penitentiary, This examina-

tion is open to legal residents of any county in New York State, but pref-erence in certification will be given to legal residents of Westchester County.

Head Janitor, Division of Build-

ings, Department of Public Works, Westchester County.

Senior Court Clerk, Surrogate's Court, Westchester County.

Further word on new State exams

SPANISH NATIVE TEACHER NEW CLASSES NOW STARTING NEW YORK BUSINESS SCHOOL 11 W. 42nd St. WI. 7-9757

Secretarial Course

will appear as soon as available in THE LEADER.

Free Tuition if With Regular

9757

Dover and Metuchen, N. J., and Brooklyn. File until further notice. Age limits: 18-55. Applicants must have had a four-year apprenticeship or four years' practical experience in the trade.

Machinist (\$6.92-\$8.82)

to \$8.83; Rivet Heater, \$4.80 to \$5.76; Sailmaker, \$7.68 to \$8.64; Saw Filer, \$9.02 to \$9.98; Sheet Metal Worker, \$8.45 to \$9.41; Shipfitter, \$7.78 to \$8.74; Shipwright, \$7.97 to \$8.93; Toolmaker, \$8.35 to \$9.31; Welder, Electric (Specially Skilled), \$7.78 to \$8.74; Welder, Gas, \$7.58 to \$8.54.

Tool and Gauge Designer (\$1,800-\$2,600)

Tool and Gauge Designer, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. Watervliet Arsenal, Watervliet, N. Y. Open to New York State residents. File until further notice. Age limits: 18-55.

Toolmaker
Fort Monmouth, N. J., \$2,000\$3,000; Picatinny Arsenal, Dover,
N. J., \$7,20-\$9,28 per day; Raritan

(Continued on Page 12)



Secret Service and Identification Expert!

State of Wash. Houston, Texas State of Michi-Waterico, Iowa gan Victoria, B. C.
State of Utah Baton Rouge, State of Ohio La.
Duluth, Minn. Altantic City, Detroit, Mich. N. J.
Pueblo, Colo.
Idaho Falis, Mich. Mich. Idaho Gode, Arizona Ogden, Utah Lorain Co., Ohio St. Paul, Minn. Henryetta, Okla.
Pittsburgh, Pa. Seattle, Wash. Lincoln, Nebr. Ferndale, Mich. Philadelphia, Mirmingham, McAlester, Okla.
Aln.
Columbus, Ohio Lawton, Okla.
Aln.
Columbus, Ohio Lawton, Okla.
Havana, Cuba Crown Point, New Haven, Ind.
Great Falis, Gendale, Calif.
Galveston, Texas Hawaiian Ispensacola, Fla. lands
Stillwater. Okla. Drumright, Caloary, Alta., Okla.
Can. Miami, Florida

W. Va.
Salt Lake City, U.
Taft, Calfornia Phoenixville, Pa.
Redia, Pa.
Daylon, Ohio East Chicago, Ind.
Green Bay, Wls.
Nocona, Texas
Neenah, Wis.
Nocona, Texas
Neenah, Wis.
Neonane, Mich.
Bismarck, N. D.
Biominghon, Ind.
Cuyahoga Falls, O.
Rock State of Idaho
Green Bay, Wls.
Nocona, Texas
Neenah, Wis.
Nocona, Texas
Nocena, Philadelphia, Philadelphia, Philadelphia, Philadelphia, Philadelphia, St. Joseph, Mos.
St. Joseph,

Want a Regular Monthly Salary?

Investigate this opportunity to earn a regular monthly salary and share in Rewards. You will receive the same course as our hundreds of Graduates who are now holding splendid positions in the partial list of States, Cities and Institutions shown here. And one to fifteen I.A.S. Graduates are employed on regular monthly salaries by ployed on regular monthly salaries by each bureau listed. Be a Finger Print and Secret Service Operator! Write for Free details how you can train at home in spare time to enter this young, swiftly-growing profession.

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Institute of Applied Science, Dept. 5021
1920 Sunnyside Ave., Chicago, III.

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whatsoever, send me the Reports of Operator
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Finger Prints and your low prices and Easy
Terms Offer. Literature will be sent only to
persons stating their age.

PREPARE FOR THE STENOGRAPHER-TYPIST EXAMINATION

BUSINESS SCHOOL YORK

Secretarial Select School SECRETARIAL ACCOUNTING ALL OFFICE MACHINES FRENCH and SPANISH • STENOGRAPHY Intensive 3-MONTH Call, Write Catalogue HAVE PLACED **EVERY** 11West 42nd St., Wisconsin 7-Corner 5th Ave., New York City GRADUATE

dpen allyear • Day and evening

ADVERTISEMENT Epidemic of

666 Liquid or 666 Tablets with 666 Salve or 666 Nose Drops gen-erally relieves cold symptoms the first day.

By DONALD MacDOUGAL National Sick Benefit Association from holding office if he's over the age of 65...That famed inscription over the portals of the Central Post Keep open the night of February Office was written long, long ago by the time of your life. On that night, the New York Letter Carriers' Asso-Herodotus, Greek historian...Even then, Neither Rain, etc., etc., could stop the intrepid men who delivered 8th Avenue. If you listen to the letter carriers, their ball represents the mails... In Postmaster Goldman's office is a collection of excellently made objects — all by postal employees who are also craftsmen... The next postal exam, if and when, will be the most scientific ever given ... There are 45,000 post offices in the United States... 55,000 mail carriers... 33,000 rural routes... Stand-The Post Office has issued a notice ard rural route is 30 miles in length.

now on sale to collectors, at face Local 2 Installs Officers

On Sunday, January 12, at 7 p.m., try fee, at the Philatelic Agency, Post Office Department, Washington, the new officers of Local Federation of Post Office Motor Vehicle Employees, are to take their places, amid gala ceremonies. is the Knights of Columbus Hall, 414 West 51st Street, N. Y. C. In charge of the events is Paul M. Castiglioni, Washington representative. There's an entrance charge of 50c. Good entertainment and refreshments will be served. Among others to be installed are Everett G. Gibson, president, and Clarence Battle, Jr., secretary.

Pythian Dance

Another installation and dance: Pythian Post Office Club. Date: Tuesday evening, January 28. Time: Pidemic of
Cold Symptoms

66 Light State Symptoms

66 Light Symptoms

66 Light Symptoms

66 Light State Symptoms

66 Light State Sta vice-president; Louis Kobrinsky, sec-ond vice-president; Abe Gruber, secretary; Harry Lutwin, financial sec-

Complete Fire Lieutenant List

| 1 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |

179 Myers, David, 85,900,
180 Carey, David, 18, 50,00,
181 Jensen, Harry, 85,000,
181 Jensen, Harry, 85,000,
182 Drennan, E. C., 85,875,
183 Grennan, E. C., 85,875,
184 Trainor, John G., 83,850,
185 Matson, Olof W., 55,850,
187 Higgins, John J., 85,850,
188 Schweilert, D. T., 85,825,
189 Gaeto, Anthony W., 85,890,
190 Smith, N. T., 85,800,
191 Hoffman, Joseph F., 85,755,
190 Smith, Leon R., 85,800,
191 Hoffman, Joseph F., 85,775,
196 Flunkett, R. A., 85,750,
197 Landgrebe, R. A., 85,750,
198 Gleason, A. G. E., 85,750,
198 Gleason, A. G. E., 85,750,
199 Gleason, A. G. E., 85,750,
190 Gleason, A. G. E., 85,750,
191 Gleason, A. G. E., 85,750,
192 Gleason, A. G. E., 85,750,
193 Gleason, A. G. E., 85,750,
194 Finneran, John J., 85,600,
205 Ertz, John A., 85,600,
206 Flachety, M. E., 85,600,
207 Ertz, John A., 85,600,
207 Gloden, Arthur J., 85,550,
210 Golden, Arthur J., 85,550,
211 Curran, Harold J., 85,550,
212 Sheridan, T. J., 85,600,
213 Schmitt, H. J., 85,500,
214 Schmitt, H. J., 85,500,
215 Flunketh, A. E., 85,600,
216 Flunketh, A. E., 85,755,
219 Timothy J. Phelan, 85,400,
220 Williams, W. L., 85,400,
221 Culkeen, Thomas, 85,475,
218 Langford, T. R., 17, 85,475,
219 Timothy J. Phelan, 85,400,
221 Culkeen, Thomas, 85,475,
219 Timothy J. Phelan, 85,400,
222 Endholz, H. W., 85,325,
225 Calder, S. W., 85,325,
226 Glunta, J. H., 85,326,
227 Calder, S. W., 85,325,
228 Glunta, J. H., 85,300,
229 Shacklett, W. E., 85,250,
231 Menhey, H. R., 85,475,
241 Hendran, F. G., 85,300,
229 Shacklett, W. E., 85,250,
231 Menhey, H. R., 85,000,
242 Shacklett, W. E., 85,250,
243 Henbert, G., 85,250,
244 Hellor, M., 85,175,
245 Highen, A. R., 85,000,
247 Culkeen, Thomas, R., 85,000,
248 Glonk, R. H., 86,000,
249 Hendran, R. A., 85,000,
240 Glonk, R. H., 86,000,
241 Glonk, R. H., 86,000,
242 Shacklett, W. R., 86,000,
243 Henbert, G., 86,000,
244 Hellor, M. R., 86,000,
245 Hellor, M. R., 86,000,
246 Glonk, R. H., 86,000,
247 Glonk, R. H., 86,0 335 Loehr, John A., 84,200,
336 Kielibor, Sigmund S., 84,200,
337 Carpenter, A. B., 84,175,
328 McLoughlin, D. E., 84,175,
329 McLoughlin, D. E., 84,175,
340 Murphy, Matthew J., 84,175,
341 Wright, Rawson L., 84,175,
342 Gussen, P. E., T., 84,150,
343 O'Leary, Arthur J., 84,150,
344 Covie, Thomas, 84,100,
345 Lyman, Michael P., 84,100,
345 Lyman, Michael P., 84,100,
347 Mulryan, Thomas, 84,100,
348 Abravanel, Jack D., 84,100,
349 Ford, Michael V., 84,100,
350 Shulman, Max, 84,100,
351 Swartz, Victor 84,075,
352 Moeller, Joseph L., 84,050,
353 Koht, Joseph M., 84,050,
355 Steenhan, Lehn D., 84,050,
356 Walz, H. F., J., 84,050,
357 Comiskey, D. W., 84,025,
358 Wissig, Arthur A., 84,025,

| Section | Comment | Chart | Ch

How to Apply for a Test

For City Jobs: Obtain applications at 96 Duane Street, New York City, (9 a.m. to 4 p.m.), or write to the Application Bureau of the Municipal Civil Service Commission at 96 Duane Street and enclose a self-addressed 9-inch stamped envelope (4 cents for Manhattan and Bronx, 6 cents elsewhere).

For State Jobs: Obtain applications at 80 Centre Street, New York City, (9 a.m. to 5 p.m.), or enclose six cents in a letter to the Examinations Division, State Civil Service Department, Albany.

For County Jobs: Obtain applications from Examinations Division, State Civil Service Department, Albany. Enclose 6 cents.

For Federal Jobs: Obtain applications from U. S. Civil Service Com-

mission, 641 Washington Street, New York City, (9 a.m. to 4:30 p.m.), in person or by mail. Also available from first and second class post offices, Second District.

U. S. citizens only may file for exams and only during period when applications are being received.

Fees are charged for city and State exams, not for federal.

Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment. Applicants for State jobs must have been New York State residents for one year. The "weights" listed for various titles on these pages refer to the

relative value of each part of the exams. Therefore, if the weight of the written part of an exam is 30, this means that the written part counts for 30 per cent of the final mark.

Federal Tests

(Continued from Page 11)

Arsenal, Metuchen, N. J., \$7.20-\$8.40 per day; Brooklyn Navy Yard, \$8.35-\$9.31. File until fur-ther notice. Age limits: 18-62. Applicants must have com-pleted a four-year apprenticeship or have had four years of practi-cal experience.

cal experience.

Attendant, Neuro-Psychiatric Hospital (\$1,020)

Veterans' Administration Facilities, Canandaigua and Northport, N. Y. File until further notice. Age limits: 21-48.

Applicants must have had six months' resident training in nursing, or six months' service in a U. S. hospital corps, or three months' experience as Attendant doing ward duty for treatment of mental or nervous diseases.

Toolmaker (\$7.84-\$9.28 per day)

Ordnance Service, War Dept., Watervliet Arsenal, Watervliet, N. Y. File until further notice with Secretary. Board of U. S. Civil Service Examiners, Water-vliet Arsenal. Age limits: 18-62.

Shipwright · (\$7.49-\$8.45 per day)

Norfolk Navy Yard, Portsmouth, Virginia. File until further no-tice. Age limits: 20-55.

Precision Lens, Prism and Test Plate Maker (\$7.87-\$8.83 per day)

U. S. Navy Yard, Washington, D. C. File until further notice, Age limits: 20-48.

Inspector of Hats, \$2,000 Inspector of Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000 Inspector of Textiles, \$2,000 Junior Inspector of Tex-

tiles, \$1,620 Inspector of Clothing, \$2,000 Junior Inspector of Cloth-

Quartermaster Corps, War Department. File until further notice. Age limits: 25 to 55, except for Jr. Inspector of Textiles and Jr. Inspector of Clothing, which is 21 to 55.

Civilian Medical Officer (Temporary & Part-Time)

Full time duty, \$3,200 or higher; part-time duty, salary is commen-surate with hours of duty. File until further notice.

ment with U. S. Army hospitals, camps, etc.

Applicants must have an M.D. with appropriate experience.

Senior Photographer, \$2,000

Optional branches: 1) dry-plate photography; 2) wet-plate photogra-

Senior Artistic Lithographer, \$2,000 Artistic Lithographer, \$1,800 Negative Cutter, \$1,800 Assistant Artistic Lithographer, \$1,620 Junior Copper Plate Map

Engraver, \$1,440 Junior Artistic Lithographer, \$1,440

Applications will be rated until further notice. Age limit: 20-53. Junior Warehouse Examiner

Salary: \$2,000. Optional subjects:

1) cotton warehouses: 2) grain warehouses. Agricultural Marketing Service, Department of Agriculture, File by J - uary 6. Age limit: 53,

Junior Airway Traffic Controller

Salary: \$2,000. File until further notice. Age limit: 53. Duties

To stand regular watch, maintain contact by telephone, interphone and teletype with air carrier, military and other aircraft dispatchers, with airport radio stations.

Assistant Biological Aid (Fisheries), \$1,620 File by January 15. Age limit: 53.

Associate Aquatic Biologist, \$3,200

Assistant Aquatic Biologist, \$2,600

Options subjects: (1) fishery biology; (2) aquiculture and lim-nology; (3) physiology and nutri-File by January 16. Age limit: 53.

Senior Automotive Instructor, Motor Transport School, \$2,600

Automotive Instructor, Motor Transport School,

\$1,800 File by January 20. Places of em-(Continued on page 13)



TROUBLE -- IMPAIRED SINUS

due to catarrhal congestion

Head Noises, Catarrh, Bronchitis, Clogged Nostrils, Difficult Breathing, Head Colds, etc. Only a sufferer of the above con- used by hundreds of doctors. This

ditions can appreciate their happiness if all these symptoms were quickly and thoroughly removed. TORVIC ELECTRO VOLATILIZER has given marvelous results to thousands of users. You, too, can get this extra quick relief. Here is your chance to try for yourself this highly successful method developed by Nose and Throat Specialists and New York Acoustic Company.

New York Acoustic Company, 521 5th Ave., N. Y. (43rd St.)

Wanted: Dental Hygienists, Lab Technicians

(Continued from page 12)

ployment: New York and New fersey. Age limits: 25 to 50.

Requirements

Applicants must have: three years of experience as a general automotive mechanic.
In addition, applicants for Senior Instructor must have had four, and for instructor, two years of experience in either (a), (b), (c) or (d).

(a) As shop supervisor or foreman, supervising general overhaul and repair work on automotive adulpment; (b) as instructor or organizer of classes in an automotive adulpment; (c) as traveling automotive service manager, organizing, supervising, or instructing in automotive service manager, organizing, supervisation of instructing in automotive service shops, or for a chain of automotive service shops, or for a chain of automotive service shops maintained by a large organization operating fleets of automotive equipment; (d) any time-equivalent combination of the experience specified in (a), (b) gad (c).

Basis of Ratings

No written test will be given.
Applicants will be rated on their experience and fitness on a scale of 100.

Principal Metallurgical Engineer (\$5,600) Principal Metallurgist (\$5,600) Senior Metallurgical Engineer (\$4,600) Senior Metallurgist (\$4,600)

Metallurgical Engineer (\$3,800)Metallurgist (\$3,800) Associate Metallurgical Engineer (\$3,200)

Associate Metallurgist (\$3,200)
File until further notice. Age

Junior Calculating Machine Operator

Salary: \$1,440. File by January 16.
Age limits: 18 to 53. Employment
lists: the names of eligibles will be
placed on lists determined by the
type of machine upon which the
applicant has had experience. Competitors must, therefore, state in

Classified Advertisements

(Rates: 25c for each six words, Min-num \$1.00. Copy must be submitted efore noon on Friday preceding pub-

REAL ESTATE FOR SALE NEW YORK STATE

SH-SHO-KAN"—1774 Colonial Stone use, beams, fireplace, acreage, stream, 900, COLONIAL Dairy Farm, 111 esc. 24 buildings, stream, lake, Guernstock, \$25,000. Historic Hurley, modhome, \$3,000. Summer home, electicy, water, pines, view, \$1,150. Easyms, A. F. ARTHUR, Realty, 19 Foxdik, KINGSTON, N. Y. (Older than mouth). Centuries of Colonial charm y three short hours from Manhattan.

INSTRUCTION

NEWS WRITING AT HOME, ced teachers, Practical assign-list lesson and complete details free on request. Home News-hool, Box 26, Clinton Hill Sta-vark, N. J.

BUSINESS OPPORTUNITITES

COUNTANTS—Certified firm will pur-chase clientele or individual accounts, 199, Civil Service Leader, 97 Duane St.

CONVALESCENT HOMES

SWICK SANITARIUM, Amityville, Island, Convalescents, Invalids, Dipherics, Chronic Nervous, Post ive Special Diets, Resident Phy-Booklat has Booklet. Office: 67 W. 44th St. MU. 2-3829.

SHOPPING SUGGESTIONS

SAVE 35% TO 50% res Modern Bedroom, Genuine Wal-159, Usually \$250, Simmon's Beauty Mattress, Special \$29,50, Berman Ure Co. (Manufacturers Distrib-1, 2 Park Ave. (33rd St.-1422).

USED CAR BARGAINS

	-
8 OUTSTANDING VAL	UES!
faille 1. 2-door sedan.	\$695
	\$550
1539 heater, low mileage	\$495
1939 per condition	\$495
1938 Original cond	\$425
1938 in radio, heater	\$425
1937 radio, heater	\$425
touring sedan, very clean	\$295

50 OTHERS TO SELECT FROM Goodwin Pontiac

Established 1912

Open Eves. and Sun. STerling 3-5400

their applications the type of machine upon which they have worked and the type of machine that they expect to use in the practical test.

Basis of Rating

Competi 'rs will 'be rated on a practical test. This test is to be performed directly on a calculating machine and consists of exercises in addition, subtraction, multiplication, and division. The rating is based on both speed and accuracy. About two hours will be required for the exam.

Master-At-Arms
Salary: \$1,362. File by February
14. Place of employment: Army
Transport Service, War Dept.,
Brooklyn (home port) for duty on
transports plying between Brooklyn, Panama, Puerto Rico, San
Francisco, and Hawaii. Age limit:
50

Duties

To exercise general Policeman's duties abcard ship, reporting and taking any necessary action in connection with any infractions of discipline; to be responsible for cleanliness of latrines used by deck departments and troops.

Requirements
One varie surveivence in the deck

Requirements

One year's experience in the deck department of ocean vessels, including six months' experience as Master-at-arms; or one year's experience in the rating of seaman, second class, or six months as seaman, first class or higher, in the seaman branch of the United States Navy. They must also be certificated lifeboat men and able to produce evidence to that effect.

Basis of Rating

Basis of Rating

No written test will be given.

Applicants will be rated on their experience and fitness on a scale of 100.

Student Aid, \$1,440

Student Aid, \$1,440
Optional branches: (1) Agricultural Economics; (2) Agronomy; (3)
Animal Husbandry; (4) Biology—
Wildlife: (5) Economics; (6) Engineering; (7) Forestry; (8) Geology; (9) Home Economics; (10)
Horticulture: (11) Metallurgy; (12)
Plant Pathology; (13) Public Administration, Political Science, History, or Sociology; (14) Range Management; (15) Soils; (16) Statistics.
File by Januar; 20. Age limit, 30.
Employment lists: Separate 1 ists of eligibles will be made up for each of the optional branches. Applicants can file for only one optional subject.

of the optional branches. Applicants can file for only one optional subject.

Conditions of Employment and Promotion

Usually appointments to these positions are for employment during the school vacation periods. Normally, appointees will be subject to a period of training which will combine a thorough course of instruction concerning the objectives and procedures of the service with practical work in various field activities.

Appointees may be furloughed due to the seasonal nature of some of these positions. Satisfactory employees, if furloughed, may be reemployed in succeeding scasons.

Student Aid appointees may be furloughed for the purpose of continuing their baccalaureate studies. Subsequent to the completion of their academic training and dependent upon their previous record of service, they may be recalled as Student Aids with opportunities for advancement to the professional service.

Advancement to the professional

Advancement to the professional

Advancement to the professional service will depend upon the occurrence of vacancies and upon the individual record of the appointee, subject to suen noncompetitive examination as the Civil Service Commission may prescribe.

Duties

Under immediate supervision, and following specific instructions as to methods and working details, to perform simple routine sub-professional tasks connected with the practical application of the principles of one of the sciences mentioned above under "Optional branches."

Requirements

branches."

Requirements

Applicants must have successfully completed at least three years of study in a conege or university of recognized standing and must have formally indicated at the college or university their 1 tention of majoring in the optional subject for which application is made, provided that no applicant may enter the examination who completed the third year of college study prior to May. year of college study prior to May,

year of college study prior to May, 1938.

Junior Students: Applications will be accepted from junior students now in attendance at institutions of recognized standing, if otherwise qualified, subject to their furnishing during the existence of the eligible register resulting from this exam a statement under oath certifying to their successful completion of their junior college year prior to July 1, 1941. The names of junior students who attain eligibility in this exam may be certified and provisional appointment may be made at any time their names are reached for certification during the existence of the eligible register, but such eligibles may not enter on duty, if selected for appointment, until they have successfully completed their junior college year.

college year.

Basis of Ratings
Competitors will be rated on a general test on a seale of 100. This test will take about two hours.

Jr. Professional Assistant

\$2,000 Optional subjects: (1) Junior Administrative Technician; (2) Junior Agronomist; (3) Junior in Animal Nutrition; (4) Junior Biologist-Wildlife; (5) Junior Business Analyst; (6) Junior Chemist; (7) Junior Economist; (8) Junior Engineer; (9) Junior Forester; (10) Junior Geologist; (11) Junior Home Economist; (12) Junior Horticultur-

Complete Fire Lieutenant List

(Continued from page 12)
744 Glaessgen, T. J., Jr., 80,200, 772 Freeman, William J., 79,650, 800 Kirkman, Joseph, 78,900, 773 Sinchan, Vincent A., 79,650, 801 Bach, Charles A., 78,900, 773 Sinchan, Vincent A., 79,650, 801 Bach, Charles A., 78,900, 773 Sinchan, Vincent A., 79,650, 801 Bach, Charles A., 78,900, 774 Kiemst, C. A., Jr., 80,150, 774 Kiemst, C. A., Jr., 80,150, 774 Kiemst, C. A., Jr., 80,150, 775 Kiemst, C. A., Jr., 80,150, 775 Kiemst, C. A., Jr., 80,150, 775 Koyat, Ehrer H., 79,500, 775 Kiemst, Siemstenberger, A.J., 80,050, 775 Kiemstenberger, A.J., 80,050, 775 Kiemstenberger, A.J., 80,050, 775 Kiemstenberger, A.J., 80,000, 775 Kiemstenberger, A.J., 80,000,

ist; (13) Junior Legal Assistant; (14) Junior Meteorologist; (15) Junior Physicist; (16) Junior Range Conservationist; (17) Junior Soil Scientist; (18) Junior Writing and Editing Assistant; (18) Junior Zoologist—Parasitology. File by January 20. Age limit: 35.

Duties Under immediate supervision, to perform scientific or professional work in one of the optional branches listed in the foregoing.

Requirements

Requirements

Education: They must have successfully completed a full four-year course leading to a bachelor's degree in a college or university of recognized standing with undergraduate or graduate study as prescribed under one of the optional subjects listed below. (See "Specialized study.") Applicants can be examined in only one of the optional subjects.

Senior Students: Applications will

cialized study.") Applicants can be examined in only one of the optional subjects.

Senior Students: Applications will be accepted from senior students or graduate students now in attendance at institutions of recognized standing, if otherwise qualified, subject to their furnisning during the existence of the eligible register resulting from this examination a statement under oath certifying to the successful completion of the required college course prior to July 1, 1941. With the exception of the Junior Engineer, the names of senior or graduate students or law students who attain eligibility in this examination may be certified at the request of the department and provisional appointment may be made at any time their names are reached for certification during the existence of the eligible register, but such eligibles may not enter on duty, if selected for appointment, until they have furnished a statement under oath showing successful completion of the college course required, including the specialized study prescribed for the optional subject chosen. Specialized courses in which the applicants will be enrolled in their last semester or quarter and which will be completed prior to July 1, 1941, will be accepted and should be indicated in their applications as courses to be scheduled. In connection with the National Defense Program and because of the scarcity of trained personnel in the engineering field, eligibles appointed from the Junior Engineer register may enter on duty without proof of graduation. Such persons may be required to furnish proof at a later date.

Specialized Study: Applicants must show, as a minimum, special-

Specialized Study: Applicants must show, as a minimum, special-ized study in one of the optional subjects, as follows:

subjects, as follows:

(1) Junior Administrative Technician: 30 semester hours in public administration, political science, economics, history, or sociology, or in a combination of these subjects, provided that at least 12 hours must have been in any one or a combination of the following: Principles of public administration; personnel administration (public or private); management and supervision (public or private); public finance; public budgetary administration; administrative or constitutional law; courses in the application of public administration principles to functional activities, e.g., public welfare administration, public health administration and not to exceed three semester hours in statistics and/or accounting. accounting.

The professional questions in the examination for Junior Administrative Technician will fall in the field of public administration.

(2) Junior Agronomist: 20 semester hours in agronomy or in agronomy and soils combined.
(3) Junior in Animal Nutrition: 10 semester hours in feeding and nutrition of farm animals.
(4) Junior Biologist (Wildlife): 30 semester hours in biology, including at least 10 semester hours in zoology.

semester hours in biology, including at least 10 semester hours in zoology.

(5) Junior Business Analyst: 30 semester hours in industrial or business administration, organization, management or supervision, or any combination thereof, including or supplemented by at least 12 semester hours in accounting or statistics, or any combination of accounting and statistics.

(6) Junior Chemist: 30 semester hours in chemistry.

(7) Junior Economist: 24 semester hours in economics and 3 semester hours in statistics; or 21 semester hours in statistics; or 21 semester hours in statistics.

(8) Junior Engineer: Completion of a full four-year professional engineering curriculum leading to a bachelor's degree in engineering in a recognized school of engineering.

(9) Junior Forester: Completion of a full four-year course leading

of a full four-year course leading

(10) Junior Geologist: 30 semester hours in geology. (11) Junior Home Economist: 20 semester hours in home economics.

to a bachelor's degree in forestry in a recognized school of forestry.

(12) Junior Horticulturist: 20 semester hours in horticulture.
(13) Junior Legal Assistant: Completion of 120 semester hours of

(Continued on Page 14)

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Student Aids and Professional Assistants Called

(Continued from page 13)

work including or supplemented by the completion of all academic re-quirements for a bachelor's or higher degree in law in a college or university or law school of recog-

nigher degree in law in a contege of nized standing.

(14) Junior Meteorologist: 30 semester hours in mathematics and physics or in mathematics, physics and meteorology, provided that at least 6 semester hours in mathematics and 6 semester hours in mathematics and 6 semester hours in physics must be shown.

(15) Junior Physicist: 24 semester hours in physics.

(16) Junior Range Conservationist: 20 semester hours in range management, pasture management, or plant ecology, or in any combination of these subjects, or in one or more of these subjects combined with forestry, botany, agronomy, or animal husbandry.

husbandry.

(17) Junior Soil Scientist: 20 semester hours in soils or in soils and agronomy combined.

(18) Junior Writing and Editing Assistant: 30 semester hours in English or journalism or any combination of these subjects.

(19) Junior Zoologist (Parasitologist): 30 semester hours in zoology including at least 5 semester hours in parasitology.

Basis of Ratings

Basis of Ratings
General test, 30; professional questions, 70.

Dental Laboratory Mechanic, \$2,000

Asst. Dental Laboratory Mechanic, \$1,440

Dental Hygienist, \$1,620 File by February 3. Age limit: 53.

Duties

Dental Laboratory Mechanic: The duties of this position involve general laboratory dental work, including practical dental metallurgy, crown and bridgework, construction of vulcanite and gold dentures, a general knowledge of orthodontic appliances, and other work of similar character.

Assistant Dental Laboratory Mechanic: Under general supervision to assist in general laboratory dental work, including practical dental metallurgy, crown and bridgework, and construction of vulcanite and gold dentures; and to perform re-lated work as assigned.

Dental Hygienist: To assist dental surgeons in hospitals, clinics, and

relief stations in cleaning and pol-ishing teeth, mixing materials and preparing solutions, sterilizing and cleaning instruments, arranging in-struments in cabinets; and to per-form related duties as assigned.

Education

Education

They must have successfully completed a full four-year high school course or 14 units of high school study: Provided, That persons who do not meet the high school requirement, but who are otherwise qualified, will be given a general test, occupying one-hour and 30 minutes, in which non-preference competitors must attain a rating of at least 65, excluding preference credit; and competitors granted 10-point preference a rating of at least 65, excluding preference credit; and competitors granted 10-point preference a rating of at least 60, excluding preference credit. Applicants who are required to take this test will receive an admission card stating the time and place of the examination. No sample questions are available.

Additional Requirements

Additional Requirements In addition, applicants must meet

In addition, applicants into the following requirements:

Dental Laboratory Mechanic and Assistant Dental Laboratory Mechanic: They must show (a) that they have successfully completed a full course, leading to graduation from a recognized school of me-

chanical dentistry; or (b) that they have had at least two years of practical training, in a commercial dental laboratory or in an ethical dental office, in all branches of the work as described under the "Duties" set forth above for the position applied for.

Dental Hygienist: They must have successfully completed a full course leading to graduation from a recognized school of oral hygiene and be registered as a dental or oral hygienist in a State, Territory, or the District of Columbia.

Experience

In addition to the requirements specified under "Education" above, applicants must have had the following:

applicants must have had the following:

Dental Laboratory Mechanic: They must have had at least three years of practical experience in mechanical dentistry in a commercial dental laboratory or private ethical dental office. At least one year of this experience must have been obtained within the five years immediately preceding the closing date for receipt of applications.

Assistant Dental Laboratory Mechanic: They must have had at least one year of practical experience in mechanical dentistry in a commercial dental laboratory or private ethical dental office, which must have been obtained within the five years immediately preceding the

closing date for receipt of applica-

Dental Hygienist: They must have had at least two years of experience in oral hygiene in public health or school work or in a private ethical dental office. At least one year of this experience must have been obtained within the five years immediately preceding the closing date for receipt of applications.

Caution: Person: who have been graduated as dentists will be accepted for any of the above-named examinations so far as education is concerned, but in experience they must establish definitely the required full-time period in mechanical dentistry or in the performance of oral hygiene work.

Basis of Ratings

Basis of Ratings

Competitors who are required to take the general test specified under "Education," will be notified when and where to appear for examination. Other competitors will not be required to report for examination at any place. All competitors will be rated on the extent of their education, on the extent and quality of their experience relevant to the duties of the position applied for, and on their fitness on a scale of 100, such ratings being based upon competitors' sworn statements in their applications and upon corroborative evidence.

BULLETIN BOARD

All Civil Service organizations are invited to forward notices of meetings and events for appearance in the Bulletin Board. Please have your notice in by Friday of the week preceding date of the event. There is no charge for this service.

Political Bigwigs Hobnob Together

Political differences will be forgotten-at least for one evening-on Friday, January 10, when Democratic and Republican bigwigs brush shoulders together from the various boroughs to attend the 74th annual entertainment, reception and dance of the Anawanda Club at the Hotel Astor, 44th St. and Broadway,

More than 5,000 persons, many of them prominent members of the judiciary, leaders in the nation, State and city, and other persons well known in political, social and civic circles, are expected to attend this year's affair which is being held to honor James H. Fay, who has served for many years as the club's president.

Appliance Eligibles Discuss Problems

The Office Appliance Operator Eligibles Association will meet Tuesday, January 7, at 6:15 p. m., at Washington Irving High School, 16th St. and Irving Place, Manhattan, How eligibles are affected by new exams ordered by the Municipal Civil Service Commission for Office Appliance Operator will be discussed. In addition, re-exams for those who did not pass practicals, and new courses for eligibles are on the

A party for members of the group is being planned for January 18 and further details will be announced

Army, Navy Union Plans Meeting

A meeting of the Ex-mounted Men's Garrison of the Army and Navy Union will be held Tuesday, January 7, at the Central Queens Y. M. C. A., 89-29 Parsons Boule-vard, Jamaica, L. I. The meeting is scheduled for 8:30 p. m. All honorably discharged former members of the Mounted Branch of the U. S. Army have been invited to attend. Queens county chairman Ira Inselberg, of Woodside, will address the gathering.

Civil Service Author To Address NYU Group

Dr. James C. O'Brien, promotion officer of the U. S. Civil Service Commission and executive officer of National Resources Planning Board, will be the principal speaker at a joint open meeting of the Pub-lic Administration Alumni Association and Graduate Division for Training in Public Service of New York University, on Wednesday, January 8 at 8:30 p.m. in the Green Room, Easting Building, Washington

Square, Manhattan. O'Brien is the co-author of "Your Taderal Civil Service," published re-

cently. He will talk on the present problems of the federal government in recruiting of personnel.

The meeting has been arranged by Frank Reiss, president of the Alumni Association, in cooperation with provost Rufus D. Smith of New York

Park Employees Choose New Group of Officers

At the last regular meeting of the Manhattan Council of the Greater New York Park Employees Association, Inc., held at the Harlem Court House, the following officials were elected: John Panik, president; George Arnold, 1st vice-president; John Corbett, 2nd vice-president; Philip Tancrecli, financial secretary; Irving Rosenchild, recording secretary; Patrick Burke, treasurer; Patrick Kavanaugh, John Pettit, and Ed Whelan, trustees; and John Sheridan, sergeant-at-arms.

The next meeting of the group will be held in the Harlem Court House on January 9 at 8 p. m.

Law Clerk Eligibles Meet Saturday

Eligibles on the State lists for Head Law Clerk or Attorney, and Principal Law Clerk or Junior Attorney meet Saturday afternoon, January 11, at 2 o'clock, in room 413, 63 Park Row, New York City, Secretary Louis W. Rosen says that the meeting will discuss: (1) extension of the lists, which expire October 19; (2) more appointments.

Fingerprint Group **Changes Meeting Date**

The Fingerprint Society of America announced this week that it will hold its meetings on Thursday, January 9, and Thursday, January 23, instead of on the 1st and 3rd Thursdays of the month as previously an-An election of 1941 has been postponed until May, following a recent meeting of the Board of Governors of the group. Future meetings will be held in the Pulitzer Building, 63 Park Row, Manhattan.

ASCSE Continue Draftees' Insurance

State employees who are members of the ASCSE accident and sickness plan will continue to be insured when taken into the army, provided they pay premiums.

Jr. Typists Organize
Sirs: I would like to form an eligible association of those who passed the Federal Junior Typist test for jobs in New York City and vicinity. This test was given in May and June of 1939 and unless the list is extended, will expire about May 1, 1941.

I am sure that if you will place a small notice in your paper, that such an association can be formed and

that some benefit will be derived by those on this list.

Eligibles on this list who are interested in forming an association should write to Z. W., care of the CIVIL SERVICE LEADER, 97 Duane St.

Hospital Enginemen Install Officers

New officers of the Auto Engine-men in the Department of Hospitals (affiliated with Hospital Council 77) will be installed at a special dinner Tuesday, January 7, at the Hotel

Piccadilly.

James J. Conway is president of the group. Other officials for 1941 are: George Connelly, 1st vice-president; George Stephens, 2nd vicepresident; Joseph Barron, secretary; Vincent Kane, financial secretary; John Collins, treasurer; John Tra-vers, William Paul, and William Murphy, trustees; and Michael Bennett, Harold Rais, and Edward Corcoran, sergeants-at-arms.

Housing Eligibles Meet January 14

The next meeting of the Housing Management Assistant Eligibles Association will be held at 3 Beekman St., on Tuesday, January 14 at 8 p.m.

Attendant-Messengers

And Reclassification
The Attendant-Messenger Eligibles Association will hold its next meeting on Friday, January 10 at 8:30 p.m. at 3 Beekman St. Daniel Kulansky, president of the group, said last week that the possibilities of obtaining jobs made available through the reclassification of the labor class titles will be discussed at the meeting.

Court Action Is Topic For Social Investigators

The Social Investigators Eligible Association will meet Wednesday, January 8, at 8 p.m., at 3 Beekman St., it was announced last week. The present status of the Association's court action, and the possibilities of appointment will be discussed.

Health Teachers Plan Anniversary Luncheon

The fifth anniversary luncheon of the New York City Health and Physical Education Teachers' Association will be held Saturday, February 1 at the Hotel Pennsylvania, 33rd St. and 7th Ave., Manhattan.

Stenotypists Meeting

The New York City Chapter of the Associated Stenotypists of America will meet January 9 in Room 311, at 152 West 42d St., Manhattan. Address inquiries to Box 65, Times Plaza Station, Brooklyn.

Are You a Pharmacist?

Eligibles on the Federal Assistant Investigator Pharmacy list who are interested in forming an association should write to E. J. G., Box 132, CIVIL SERVICE LEADER, 97 Duane St.,

No State Printing Plant Test Private Industry First, Says Crane

Establishment of a State- ference with which the Printing owned and operated printing Bureau was administered cannot be plant-opening Civil Service opportunities to the thousands of printers in New York Statefaded further into the dimness last week with publication of the report of the recent probe of State printing.

The 257-page report submitted to Governor Lehman by Moreland Commissioner Frederick E. Crane, and his counsel Bernard Botein, ends

with these words:

"I recommend that the State should not establish its own printing plant until it has thoroughly explored, and tested for a reasonable time, the ability of the Printing Bureau to secure reasonable prices and adequate services from the printing industry. If the Printing Bureau functions efficiently and honestly, I find that there is no need for a State-owned plant.

Lesser Evil

"Should there be a reversion to conditions as they existed prior to the appointment of this Commission, I recommend, as the lesser of two evils, the establishment of a plant employed to furnish from half to two-thirds of the State's require-ments subject to control of production by an independent State purchasing agency.'

The investigation was launched back in February, after reports of corruption in State printing contracts had reached Governor Leh-

The report embraces, among other things, a brief resume of the State printing situation from 1931-1940-"the laxity, inefficiency, and indif-

Ass't Gardener Eligibles Plan Tuesday Meeting

The Assistant Gardeners Eligible Association will meet on Tuesday, January 7, at 8:30 p.m., in the City Court House, 52 Chambers St., Manhattan. An election of officers will take place at the meeting.

Course for Gardeners

New York University is opening a course for Gardener in preparation for the Department of Parks examination. W. S. Tuttle, District Superintendent of the L. I. State Park Commission, will conduct the course on Fridays from 6:15-8:15 p. m. Lectures will also be conducted at greenhouses of the Park Department at a time convenient to class members.

202 WEST 40th ST., N. Y. C.

condemned too strongly"-department printing, printing in the TERA and ERB, state engraving, and legis-

City Publishes **Eligible Names** Six new eligible lists, including

several important promotions, were published last week by the Municipal Civil Service Commission. The largest was the promotion to Clerk, Grade 3, with the names of 630 city employees.

The others were promotions to Stenographer-Typewriter, Grade 2; to Seamstress; to Car Maintainer, Group B; and open lists for Senior Administrative Assistant and Assistant Director, Bureau of Laboratories.

Eligibles may examine copies of these lists at the LEADER office, 97 Duane Street, New York City.

Civil Service Employees Must Pay Income Tax

Civil Service employees will have to pay Federal income tax before next March 15 for the first time in U. S. history. Single employees earning \$800 or more and married em-ployees earning \$2,000 or more must file returns with both State and Federal governments.

To assist government employees in the preparation of their returns, Civil Employees Tax Service has been formed with offices at 202 W. 40th St. The organization will prepare Federal income tax returns due March 15 for \$1 and advise government workers regarding deductions.

The Federal income tax this year is based on gross income, not net in-New York University is opening a than \$5,000, form 1040A should be

CIVIL SERVICE EMPLOYEES

MUST FILE STATE and FEDERAL INCOME TAXES

EMPLOYEES EARNING \$800 ANNUALLY IF SINGLE EMPLOYEES EARNING \$2,000 ANNUALLY IF MARRIED MUST FILE INCOME AND DEFENSE TAXES THIS YEAR

As a service to "Leader" Readers, a staff of competent tax experts will PREPARE, NOTARIZE and FILE your U. S. Income tax return for the small sum of \$1.00. This will assure you the proper deductions and exemptions. Don't trust to luck.

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MUSE me Na Parade By JAMES CLANCY MUNROE

MOVIES

NIGHT TRAIN (20th Centurytish) at the Globe. We're usually etty reluctant to use superlatives ou' a movie unless it's bad, but time we're letting go. This film the very best humorous thriller have ever seen; the neck is out make the most of it. Firstly, the s terrific, not only because plot concerns escape from Gerunder the eyes of the Gestapo, because the English tendency to ddle and remain placid even in dire emergency is utifully ourlesked, you feel like ng at them to do something. remember the two "typi-Englishmen in Hitchcock's "The They're back again Vanishes"? the same script writer doing even better job of gently ribbing values. ddle-class British was made in England just bethe bombs began to fall on Britsoil, and is even now playing to ed houses: though fighting for lives, the English can still face laugh at their own limitations, amazing faculty.

HOLDOVERS

Loew's Mayfair: the Palace has "The

PLAYS

MEET THE PEOPLE. Broadway already has more good musicals than at any time in its history—could the war have something to do with it?and here comes another. It should have known better than to try and compete with Ethel Merman, Bert Lahr, Ed Wynn, Al Jolson, Ethel Waters, etc., etc. It wowed 'em on the West Coast and has some clever kids, but it looks as though the West is a bit play-starved in contrast to

MY SISTER EILEEN. From the stories by Ruth McKenney; it is a charming little play about two sisters who come to the big city, one to act, the other to write. One is pretty, the other clever; between

Letter"; Jack Benny and Fred Allen are at the Paramount still, Need I mention those two titans, "Fantasia" and "The Great Dictator"? "The Baker's Wife," finest of French films, has been running longer than this column has. The only scheduled change will be "Four Mothers" with th Lane sisters coming to the Strand Thursday.

surfeited New York.

The town is so full of good pic-res there are hardly any changes. Hedy. "North West Mounted," which hiladelphia 'tory" is setting new set a record at the Paramount, is at has staged the play superbly.

Is Your Exam Here?

Below is the latest news from the Municipal Civil Service Commission on the status of exams which attracted 300 or more candidates. The Leader will publish changes as soon as they are made

OPEN COMPETITIVE

Accompanist: All parts of this examination have been completed.

Administrative Assistant (Welfare): The rating of Part II is com-The oral interview will pleted. probably be held this month.

Assistant City Planner: The oral interview will be administered this

Automobile Engineman: All parts of this examination have been held, been rated. Baker: The rating of this written est is nearing completion.

Clerk, Grade 2 (Board of Higher Education): More than half of Part A of the written test has been rated. test is nearing completion,

Court Stenographer: The rating of eighty percent of Part A of the written test has been completed.

Engineering Assistant (Electrical), Grade 2: All parts of this examina-

tion have been completed.

Junior Administrative Assistant
(Welfare): The rating of Part II is completed. The oral interview will probably be held this month.

Junior Engineer (Sanitary), Grade 3: All parts of this examination have been administered.

Maintainer's Helper, Group A: The competitive physical will probably be completed this month.

Maintainer's Helper, Group B: The rating of the written test has been progress completed. The competitive physical will probably begin late this

Maintainer's Helper, Grade C: The written test has been completely rated. The competitive physical will e completed this month.

Maintainer's Helper, Grade B: The competitive physical is now in prog-

Authority), Grade 3: The oral interview tests will continue this month, Office Appliance Operator: The

practical tests for the various office applicants are in progress. Playground Director (Female), Permanent Service: The oral prac-

tical tests have begun and will continue this month. Stenographer (Law), Grade 2;

Stenotypist, Grade 2: Eight percent of Part A of the written test has

Structure Maintainer: The practical tests on all specialties have been completed. The competitive physical tests are now in progress.

Typewriting Copyist, Grade 1: The Cook: The rating of the written rating of the written test is nearing completion.

PROMOTION

Clerk, Grade 4 (City-Wide): The rating of the written test will be

completed early this month.

Lieutenant (Fire Department): This list is published this week

Supervisor, Grade 3 (Social Service): This examination is held in abeyance pending the outcome of

LICENSING TESTS

Master Plumber: The drawing of the panel for the Advisory Board will be held this month.

Master and Special Electrician:

The rating of the written test is in

Motion Picture Operator: The oral practical tests have been completed. The final results will be available this month.

Oil-Burner Installer: A report on the final key has been presented for the approval of the Commission.

Structural Welder: The practical tests will be completed early this Management Assistant (Housing published this month.

Welfare News

oplicants owning assets with a ent market are helped to ascerthis value and to liquidate the

America's Favorites



Packed With Action!



For All The Family



assets. Where the asset is frozen, proper steps are taken to protect it for future liquidation. Thereafter, during the relief period, the Division assists the local district office in making all kinds of property searches for bank accounts, for insurance, for interest in estates, and so on. Finally, should it develop that any one of these relief recipients has attempted to misrepresent his financial condition or tried to conceal any resources, the Division will prose-cute him civilly or criminally, as the case may indicate, and will take steps to obtain a refund.

Gene Tierney and Virginia

Field in "Hudsons Bay"

records at the Music Hall. "Com-

rade X" may be "Ninotchka's" de-

What It Means in Cash

The actual monetary value of this activity to the city is considerable. During the last fiscal year, for exthe Resource Division made available to relief applicants and recipients approximately \$5,000,000, in months. the form of insurance adjustments, loans, death claims, disability claims, etc. In addition, the Division made cash recoveries amounting to almost one-half million dollars, the greater part of which resulted from the liquidation of assets which had been voluntarily assigned and on which the proceeds were collected after the death of the insured.

The boys and girls are proud of also on progressive teachin the big job they are handling, and demic freedom in general." they are particularly keen about the excellent relationships they are able to establish with relief clients and others with whom they come in con-

The Old Lady

who keeps up a correspondence with the division-from bomb-battered England. She is a former relief recipient who turned over to the Division a bank account in liquidation right to select texts without regard and from which the Department is to outside pressure." currently receiving dividends. A relationship of years and of such character is significant. The boys and girls in Resource strive for that kind of relationship-which is the heart of public service.
"Under the Public Welfare Law

PAUL MUNI HUDSON'S A 20th Century-Fox Picture Plus Big Stage Show

HOXY Seventh Av.

it is the obligation of the welfare department to investigate the resources of applicants and recipients and to make certain that such resources are used," Phil explains. "The Department follows through on such resources. But we do more than this minimum job. We try at all times to do a maximum job. We strive, always, to help those under our care to realize on potential resources and, further, to aid them in putting those resources to the best possible social use."

That, in substance, is what the Resource Division is all about,

Outside Pressure

Lay organizations have no call to interfere with the selection of study texts, says the Teachers Guild. Its Academic Freedom Committee does not like one bit a trend that's become increasingly evident in recent

In a letter to Professor Merle L Curti of Teacher's College, who's chairman of the Academic Freedom Committee of the National Council of Social Studies, the Guild stated that it considered the recent attacks on Professor Rugg's texts as a "precursor of a widespread attack not only on texts and other reading material in the social studies, but also on progressive teaching and aca-

"While we recognize the need for more careful examination of texts submitted for listing," the Teacher's Guild said, "and while we recognize the necessity for making a distincbetween indoctrination and the There is one old lady, for example, intelligent use of a cooperative approach in which the differences between the American way and other ways are clarified, we of the educational profession must insist on our

> The Guild urged the Academic Freedom Commi Council of Social Studies to go on record "for the selection of pedagogic materials as an obviously professional responsibility which must not be hampered by the interference of prejudiced laymen."

Reinstatement

G. M. T .- A person who has been in the city service and promoted to a higher position, or appointed to another position from an open competi-tive list, may be reinstated in his former position after his employment in the new position terminates for one reason or another. Such reinstatement may be made in the discretion of the appointing authority if application therefor is made within one year after leaving the old position. A "demotion" not in the nature of disciplinary action may be made by the department at any time, but such demotion must be made on a seniority basis, except where an employee voluntarily requests such 'demotion."

Your Chances for Appointment And Latest Certifications

Following is a tabulation of certifications made by the Municipal Civil Service Commission during the past week. All lists which were certified to city departments appear alphabetically.

Readers should remember that certification does not necessarily mean appointment. Usually more names are certified than there are vacancies, Also, it is not necessary for the department making the appoir ment to notify all the eligibles certified to it by the Commission.

Anyone who has a question concerning the certification of his list should call or write the Information Bureau, Municipal Civil Service Commission, 299 Broadway, New York City, COrtlandt 7-8880.

Accountant, Gr. 2 (for appointment \$2,400). Last number appointed, 1 \$2,400). Last number appears of Hos-Assistant Alienist, Gr. 3—Dept. of Hos-tage, temporary, Last number

pitals, \$960, temporary, La certified, 25 (for 1 vacancy). Assistant Chemist—Dept. of Health. \$260. probably permanent. Last number certified. 79 (for 2 vacancies).

Assistant Electrical Engineer, Gr. 4— Last number certified, 22. Assistant Gardener — Last number ap-

Assistant Mechanical Engineer, Gr. 4— Dept. of Public Works, \$3,120, probably permanent. Last number certified, 10 (for 3 vacancies),

Assistant Superintendent of Demolitions

NYC Housing Authority, \$1,800 or over, probably permanent. Last number certified, 9 (for 1 vacaney); for temporary appointment there are 2 vacanties.

ssistant Supervisor, Gr. 2-Dept. of Welfare, \$1,800, temporary, Last number certified, 695,

Attendant-Messenger—Dept. of Parks, 50 cents per hour, probably permanent, Last number certified, 910 (for 18 va-

Auto Truck Driver (for appropriate appointment) — Last number certified 26,758.

Carriage Upholsterer-Last number ap-Cement Mason-Last number appointed, 3.

Chief Fire Telegraph Dispatcher, Fire Department (promotion) — Last num-ber certified, 5.

Chief Marine Engineer — Last number certified, 12.

Court Attendant-Last number certified.

Court Attendant—Last number certified, 196.

Clerk, Gr, 2—(1) City Magistrate's Court, 3840, probably permanent. (2) (female) Dept. of Hospitals, \$600 with maintenance, probably permanent. Last number certified, 4.896, (3) Dept. of Purchase, \$840, probably permanent. Last number certified, 3.336 (for 3 vacancles). (4) Board of Water Supply, \$840, probably permanent. Last number certified, 5.659 (for 1 vacancy), (5) Dept. of Hospitals, \$840, temporary. Last number certified, 5.005. (6) (female) Dept. of Hospitals, \$340, temporary. Last number certified, 3.226.

Elevator Mechanic (app. for Maintenance Man)—Dept. of Welfare, \$1.380, probably permanent. Last number certified, 33.

Fan Maintainer—Last number certified,

Fan Maintainer-Last number certified,

Fireman, FD,-Last number appointed,

3,290.

Foreman, Mechanical Repairs — Last number certified, 3.

Foreman, Track (promotion)—Last number certified, 6.

Housepainter—Last number certified, 12.
Inspector of Light and Power, Gr. 3—
Last number certified, 22.

Inspector of Masonry and Carpentry.

Gr. 3—Dept. of Housing and Buildings. \$1,800, probably permanent. Last num-ber certified, 73 (for 4 vacancies).

Inspector of Plumbing, Gr. 3—Dept. 6 Water Supply, Gas and Electricity \$2,000, probably permanent. Last num ber certified, 61 (for 8 vacancies).

Janitor (Custodian) Gr. 3-Last number Junior Assessor—Last number certified, 9. Junior Engineer (electric)—Last number

certified, 87.

Junior Engineer (mechanical) — Last number certified, 58.

Junior Engineer (mechanical) — Last number certified, 58.

Laboratory Assistant (Bacteriology)— Last number certified, 138.

Laboratory Helper—(1) (women) Dept, of Hospitals. (app. for Laundry Worker) \$780, probably permanent, Last number certified, 361 (for 7 va-cancies) (2) Dept, of Hospitals, (app. for Laundry Worker) \$780, temporary, Last number certified, 558.

Medical Inspector—Dept, of Health, \$5 per session, temporary, Last number certified, 135.

Medical Inspector—Dept. of Health, \$5 per session, temporary, Last number certified, 135.
Pharmacist—Last number certified, 72.
Policewoman—Last number certified, 101.
Porter — Dent. of Hospitals, (app. for Laundry Worker) \$780, probably permanent, Last number certified, 1,688, Psychologist—Last number certified, 17.
Public Health Nurse, Gr. 1—Last number certified, 282.

Investigator-Last number certi

fied, 786.
Special Patrolman—Last number certified, 201.
Station Agent—Last number certified,

913.
Stenographer-Typewriter, Gr. 2 — Last number certified, 1.513.
Telephone Operator, Gr. 1, Male—Last number certified, 22.
Title Examiner, Gr. 2 (temporary)—Last number certified, 78.
Trackman—Board of Transportation, 69 cents per hour, probably permanent. Last number certified, 59.
Typewriting-Copylst, Gr. 2—Last number certified, 2,474.

certified, 2.474.
Watchman-Attendant, Gr. 1 — Dept. of Hospitals, 8840, temporary. Last number certified, 938.

ATTENTION: ALL WHO PLAN TO TAKE THE COMING FIRE-MAN EXAM!

The Leader has prepared a special pamphlet to help in preparing for the coming fireman exam. To obtain a copy of this excellent training material, en-close only 10c to cover cost of handling, and send to Box 100, Civil Service Leader, 97 Duane Street, New York City.

Police Sergeant Study Material Salary Increments

2. Cooperate with members of other squads and uniformed force. 3. Prepare Forms D.D. 4, D.D. 14

(Resume of homicide), and complete report on Form U.F. 49 to Commanding Officer, Borough Detective Of-

Classify U.F. 61 and return it to Desk Officer,

5. Accompany witnesses to station house if it is practical to take

6. Follow up leads in the investigation.

E. Homicide Squad (Borough)

1. Conduct major phase of investigation in cooperation with Precinct detectives.

2. Cooperate with Assistant Dis-trict Attorney and Medical Ex-

3. Homicide Squad photographer takes pictures of body and scene.

4. Commanding Officer dictates pertinent information to Squad steno-

5. Evidence such as blood-stained clothing, hair, etc., obtained and delivered to office of Chief Medical Examiner.

6. Evidence such as paint particles from auto, glass from headlights, obtained and submitted to Technical Research Laboratory for analysis and report.

Take fingerprints and forward them to Bureau of Criminal Identifi-

F. Motor Vehicle Homicide Squad

If an auto accident, this Squad investigates causes, etc. Otherwise not concerned in case.

G. Missing Persons Bureau Visit morgue for purpose of identifying body.

2. Compare description of deceased with persons reported miss-

3. Follow up any leads which might aid in identification.

4. Send out Teletype message over entire hook-up for possible identification by other Police De-

5. Furnish newspapers with pictures and other information for purposes of publicity to aid in identifi-

H. Telegraph Bureau

1. Record message of first notification of occurrence.

2. Promptly notify others concerned as requested by Desk Officer and as Rules provide.

Send out teletype messages.

Radio Despatcher directs radio cars to the scene and broadcasts alarms for escaping automobile.

I. Bureau of Criminal Identification

Checks fingerprints of deceased with those on file for possible clue

J. Bureau of Information File cards and reports for-warded for such purpose.

2. Check files and records, if so requested.

Correspondence Bureau Correspond with out-of-town Poice Departments if so required.

Lenses, white single vision, any strength, made only on your own prescription.

K. Technical Research Laboratory

Examine evidence as requested and submit report.

L. Property Clerk

Assume custody of property of deceased, evidence, etc.

M. Safety Patrolman in Precinct

If an auto accident, investigate contributing causes, and if they can be corrected, make recommendations to Commanding Officer of Precinct for transmission to proper per-

Following are the questions for ated with the next week. Answer them now—then ministration.

compare your answers with those which appear here next Tuesday.

Question 2

The Manual of Procedure provides that when an officer of the United States Army, Navy or Marine Corps is arrested, every reasonable courtesy will be extended him while he is in custody. Assuming that you are performing desk duty in a precinct in which such an officer is arrested, how would you interpret "every reasonable courtesy"? Discuss fully.

Question 3

Describe the various ways in which the Police Department has cooperated with the Selective Service Ad-

Increased Use of Lists

City Enlarges Opportunities for Eligibles 1 to December 31. Beginning with

The increasing use of city Civil social service), Bureau of Welfare Service lists for appropriate jobs Payments. was pointed up sharply this week when the Municipal Commission tabulated some of the lists which now are being used for more than one position.

During the last month the Commission declared the following lists appropriate for the positions indi-

Patrolman, P. D. (No. 2-Special) and Law Clerk for Investigator (non-

State Announces Four New Lists

After a lapse of several weeks, during which time it was finishing 14,856-name Hospital Attendant list, the State Civil Service Commission's certification bureau has shifted back into high gear. Among the lists just established are four promotions in the Department of Taxation and Finance. Top names on each are:

Assistant Mail and Supply Clerk (48 names)

1, Nicholas Ange, 87.787; 2, Virginia Laurino, 85.736; 3, Nathan E. Golwyn, 85,672; 4, Anatole Dolen, 85,188; 5, Isidore Abramofsky, 84.836.

Assistant File Clerk (80 names)

1, Isidore Goldstein, 86.016; 2, Alice Wood, 85.805; 3, Kermet J. Smith, 85.721; 4, John R. Lowrie, 85.596; 5, Lyman B. Moakley, 85.544.

Assistant Clerk

(198 names) Marion C. Barker, 90.468; 2, Marion C. Welter, 90.319; 3, John S. Mahoney, 90.056; 4, Rosalind Kodor, 89.579; 5, John R. Lowrie,

Senior Account Clerk (33 names)

1, Marion Ortell, 86.450; 2, Joseph Schwartz, 85.480; 3, Joseph J. Rosenberg, 85.170; 4, Margaret E. DeWitt, 85.090; 5, Clayton Sumner, 85.030.

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Employees are for YOU

Junior Civil Service Examiner (Transportation) for School Manager.

Court Attendant and Patrolman P. D. (list 3) for Claims Investigator. Able-Bodied Seaman for Laborer (Docks).

Junior Assessor for Institutional Inspector at \$1,500. Elevator Mechanics' Helper for

Mechanical Assistant (Board of Education) at \$1,200.

Inspector of Foods, Grade 2, and Junior Veterinarian for Inspector of Foods, Grade 2 (Office of Comptroller) at \$2,160.

Foreman of Sewer Repairs, Grade 4, and Inspector of Masonry and Carpentry, Grade 3, for Foreman of Laborers at \$1,800.

Foreman-Telephones (promotion) for Telephone Inspector, Ind. Division.

Collecting Agent (promotion) for Cashier (Board of Transportation) at

Joint Committee On Tenure and Canudo

The Joint Committee of Teachers Organizations urged the Board of Education to protect tenure and employment rights of teachers affected by curriculum changes. The committee also opposed the temporary appointment of Eugene R. Canudo, former confidential secretary Commissioner Ellsworth B. Buck, as administrative assistant in the Bureau of Plant Operation and Main-

In a letter to President Marshall of the Board of Education, the Joint Committee stated that they opposed the appointment of anyone to the \$5,000 post of administrative assistant who was not a competitive Civil Service employee. "As you know, the Joint Committee has always jealously guarded the merit system," the letter read.

"We feel that it would hurt the cause for which we have both fought so long and, so if either the Board of Education or the Joint Comn "ee were to be accused of condon: a violation of the merit system," the letter added.

The Joint Committee's action in reference to curricula changes was made because they feared that the proposal to adopt an undifferentiated ninth year in junior and senior high schools would jeopardize teachers' tenure and employment rights.

State Promotion Tests

The State Civil Service Commission opened filing this week for the following promotion exams:

Assistant Industrial Commissioner. Department of Labor. (Usual salary range, \$5,200-\$6,450; appointment expected in Binghamton office at minimum, but may be made at less.) File by January 11. Fee, \$5.

Senior Compensation Claims Clerk. New York Office, State Insurance Fund. (Usual salary range, \$1,600-\$2,100; appointment may be made at less than \$1,600.) File by January 18. Fee, \$1.

Associate Clinical Psychiatrist Psychiatric Institute and Hospital, Department of Mental Hygiene. (Usual salary range, \$5,200-\$6,450; appointment expected at \$3,600, plus maintenance.) File by James

Buy The LEADER every Tuesday seated in discomfiture.

a la McCarthy

By H. ELIOT KAPLAN

The McCarthy salary increment law was adopted by the Municipal Assembly in 1936. It provided originally that all city employees holding competitive positions for which the entrance salary was \$1,800 or less, were to get annual salary increments of \$120 a year until the maximum of their grades was reached. In the case of positions in the ungraded service they were to receive four annual increments of \$120 each until they reached a salary level of \$2,280. Mayor LaGuardia signed the McCarthy law in July of that election year.

When that law was passed the fiscal year of the city ran from January that to the period July 1 to June 30. For convenience of operation an eighteen-month budget, from January 1, 1938, to June 30, 1939, was adopted.

Some of the members of the Board of Estimate, and particularly the Mayor, began to feel that the Mc-Carthy Law was more trying and expensive than they had anticipated. They sought to construe the Mc-Carthy Law to mean that increments were to become effective only at the beginning of the next budget-fixing date, to wit: July 1, 1939. The employees raised a howl, claiming that the law intended to grant the annual increments on the anniversary dates of their respective appointments. court sustained the employees.

Withholding Increments The Municipal Civil Service Com-

mission earlier had sought to adopt a rule of its own, withholding the salary increments from employees service ratings records) were unsatisfactory. Again the employees howled, and the Com-mission dropped the idea, particularly as it appeared that the Commission was without authority to withhold increments granted unqualifiedly by the McCarthy Law. Next came the disingenuous plan

of the city to disallow any part of an annual increment if the whole of the increment would carry an employee's salary beyond the maximum of the grade. They reasoned that if an employee was receiving \$1,740 and the maximum of his grade was \$1,799.99 (or the next grade began at \$1,800), he could not be paid the semi-annual increment of \$60 because that would carry him a penny above the maximum of the grade. So he got no part of the \$60 at all. The city kept him at \$1,740 to avoid embarrassing the employee's Civil Service standing in the grade. The court put a quietus on that by allowing the employee to get an increase of \$59.99, even if the odd amounts made a little more bookkeeping work for the city.

Part-Time Employees

Later the city contested the right of part-time employees to receive the annual increments under the Mc-Carthy Law. The city lost out in the courts again. So the city abolished the positions of the part-time medi-cal examiners in the Health Depart-

Labor Class Problems

(Continued from Page 3)

als are now serving in hospital jobs, and that it should be possible to fill these positions by competitive examination.

Argument Starts

One little tiff developed in the course of the hearing: The Commissioners granted Leopold V. Rossi, representing the Civil Service Forum, permission to speak. Kern ostentatiously slumbered during Mr. Rossi's recital. Following Mr. Rossi, Henry Feinstein, President of the Federation. of Municipal Employees, took the Forum representative to task for opposing promotion on the basis of record as well as seniority. Mr. Rossi snarled "that nitwit" was misinterpreting his words.

The Commission President glow-ered at Rossi, and rumbled: "It's only by special privilege that we permit a representative to speak here of an organization whose officers have en nvolved in Civil Service fraud. Fell stein offered to settle the little argument "outside," and continued his speech while Rossi remained ment and re-established them on per session basis at so much per de without salary increments.

Later the City Council and Board of Estimate changed the McCarth Law so as to fix the date of ince ments to coincide with the fi (budget) year, and the amounts to be reached as within \$60 of the man mum of the grade instead of the fu maximum.

Then came along the Civil Service Commission with proposals to change the grades of positions by reducing the maxima of some of them to lim annual increments provided h the McCarthy Law. Now the lab class positions are sought to be trans ferred to the competitive class wir "fixed salary levels" to prevent application of the McCarthy increments. Shoals ahead, we fear!

Audit Muddle Clearing

The muddle among examinen of State expenditures in the Department of Audit and Control started at the end of the 1939 legislative session when more than 100 provisionals went to work, was further cleared last week when the Senior list appeared, and the first six appointments were made from the Assistant list.

Five provisionals working in the Senior title will probably be ousted by the end of January, according to Frederick Hollowell, secretary to Comptroller Tremaine. Among them is Rogers C. Dunn, whom Leader readers will recall as the conductor of the straw poll that predicted Willkie's victory. Seventeen are on the list, established December 27, Forty-four failed, four were absent, and 51 were rejected. Dum did not qualify for the test.

Hollowell told the LEADER that 10-12 Assistants in all will be appointed, along with half a dozen more Juniors and three or four Seniors. It all depends on what the Budget Director says.

The appointees from the Assistant

list are William E. Park, Paul K. Goldberg, James J. Wood, William F. McLaughlin, Carl P. Prince, and Ralph H. Brackett. The appointments, at \$2,400, were effective Janu-

Here's the List The 17-name Senior list follows 1, Samuel Selden, 86.60; 2, Harold S. Ahrens, 86.56; 3, Norman Schlant, 85.44; 4, James F. McCabe, 83.64; 3, Aaron H. Gallman, 82.44; 6, Ralph H. Brackett, 81.35; Vito F. Lucena 80.77; 8, John T. Batchelder, 80.22; 9, Alexander J. Scorce, 80.11; 10, Theomes F. O'Rouvice, 80.00; 11 Phillip Thomas F. O'Rourke, 80.00; 11, Philip Taub, 79.47; 12, Arthur L. Denver 73.60; 13, Edward W. Sommers 73.60; 13, Edward W. Sommer, 77.30; 14, Irving Howorth, 77.06; 15, Robert M. Hotchkiss, 76.80; 16, Rober 76.58; 17, John T. Fitz-Rubins, 76.58 gerald, 75.07.

The first three named were certified to the department on Thursday.

Plan Pay Raise for Immigration Workers

Immigration and Naturalization employees in New York would be brought under a uniform pay scale which would result in raises for which would result in raises to hundreds of employees under a plan that may soon be placed in effect. Immigration and Naturalization officials hope to get sufficient money in the 1942 budget to make the plan effective. The plan would raise he operating cost of the agency by half a million dellars a year and some a million dollars a year and sont economy-minded members of Congress are likely to object to it.

Future State Tests

The State law says that titles of open competitive lists requested by departments and institutions must be publicly announced for 15 days before the State Commission lates action. The following lists are now action. The following lists are now being advertised (the date denotes when when the 15 days are up):

January 11—Conservation Department—Game Protector, Suffolk County.

January 14—Monroe County Public Welfare—Visitor, Division of Child Placing Placing.

MANHATTAN: 4th Ave. & 14th St. 34th St. & 7th Ave. BRONX: 148th St. & 37th Ave. IAMAICA: 161-19 Jamaica Ave. FLUSHING, 36-51 Main St. ALL OFFICES ONE FLIGHT UP—OPEN TO 9 P.M.

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