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# THE DRAFT AND YOU

Roundup of Latest Selective Service Information—What to Do If Drafted—Your Draft Classification: What It Means—Draft Outlook for Married Men

See Pages 9, 10

# What Your Army Job Will Be

By Major General James A. Ulio

See Page 9

# How the New U.S. Job-Freezing Affects All Federal Employees

See Page 2

VAR DEPT. WANTS WOMEN FOR ITS CIVILIAN JOBS

See Page 16

# FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

# How the New Federal Job-Transfer Setup Affects the Lives of All Govt. Workers

Last week, the United States Government effectuated one of the most drastic changes in the entire history of the nation—a change affecting all Federal employees. In effect, the Government has said: "Mr., Miss. and Mrs. Federal worker, this is war. We may need your services elsewhere where you'll be more useful in helping to win the war. So we're mobilizing you to be available for transfer wherever the War Manpower Commission feels you may be needed."

Just how does the revolutionary new order affect you, the individual government employee. The LEADER's Washington correspondent has garnered a lot of the answers. Here they are:

Q. How does it affect me, one of the 2,300,000 Federal employees?

A. Briefly, in this way. The Civil Service Commission can now place any Federal worker in any job of the same or higher salary and in any place and at any time. The Commission has absolute power and the feelings of the employees and the agencies involved won't matter; but of course, they'll be considered.

Q. Are the transfers restricted to within the Government service?

A. No. The Commission has been given the power to transfer employees to private war indus-

tries, but the employees involved must consent to these transfers.

Q. What yardstick will be used in determining which employees will be transferred?

A. When the Commission determines that you'll be of greater help to the nation in winning the war by being transferred to another job, you'll be transferred.

Q. But what if I don't want to be transferred?

A. The Commission is setting up an appeals procedure to hear and decide the cases of employees who object to the transfers.

Q. What if the appeals board rules against me. Isn't there anything else I can do?

A. No, not a thing if you wish to continue to be employed by the Federal service.

Q. But what if I fail to report to the new job?

A. The Commission will certify your name to the General Accounting Office and your paychecks will be stopped.

Q. What if I were ordered transferred to Honolulu. Would the Government foot the bills of myself and my family?

A. Absolutely.

Q. My fam'ly would be broken up as my wife and daughter have jobs of their own and I'm sure they wouldn't follow me if I were transferred.

A. Every effort will be made, the Commission promises, to keep families intact. Q. I live with my family in NYC. I have a desk job but I'm qualified to work in a Government arsenal. Will I likely be sent to one of the New Jersey arsenals where skilled people are needed?

A. The mass transfer of employees to the arsenals and navy yards is contemplated under the order but the directive of the Manpower Commission prohibits the transfer of employees "beyond reasonable commuting distances."

Q. What rights will I retain, if any, as a result of a transfer?

A. You'll retain your basic rights as a Federal worker. In short, you'll get the identical reemployment privileges of your colleagues who enter the military service. You'll be guaranteed job security after the war by reinstatement to your former job or a similar position.

Q. What about retirement benefits, automatic promotions, seniority status?

A. You'll retain all those benefits under the Manpower order.

Q. Why was it necessary to issue the order. Weren't people transferring on a volunteer basis?

A. They were, but it wasn't too successful. Under the former process, a priority system was set up and the war agencies that had top ratings got many of the employees of agencies with lower ratings. The Commission didn't have the authority to touch employees in agencies with top ratings. The priority system will be continued, but it won't control transfers any longer. It'll be used only as a guide. In the past seven months more than 30,000 employees have been transferred but officials weren't satisfied with the record.

Q. It all sounds very fine but how in the world is the Civil Service Commission to k n o w whether I should be transferred one out of 2,300,000?

A. That's a practical question and it's something that's worrying the Commission, too. But in the first place the Commission has a file on just about every one of the 2,300,000 employees. It has the background and experience tabulated on records of its Interdepartmental Placement Service and it can get the records in a big hurry of all the explosive chemists, for example, in the Federal service by punching a key on a card-punch machine. Employees found working below their skills—stenos as typists and clerks as lawyers—will be transferred immediately to jobs where better use can be made of their skills.

Q. I'm dissatisfied in my present job and I'd like to move. What should I do?

A. The Commission is setting up an interview unit to look into the cases of dissatisfied employees. In fact, the Commission will welcome the chance to hear from you. It's trying to bolster morale by getting employees in jobs where they'll be better satisfied.

Q. Will the transfer system affect mainly the employees in Washington or will we in the field service feel its effect?

A. The truth is that the largest portion—probably 25,000 of the 31,000 already transferred—are in Washington, and now the Commission is placing emphasis on the field service.

Q. I still don't see the necessity for the order.

A. Well, this is wartime, manpower is short, and the best possible use must be made of it. The LEADER has reason to be lieve that this is just the beginning, that within a very shortime your Uncle Sam will be everyone, both in private industry and the Federal service, when must work and when. The Government service is being use as the proving ground for some thing far more drastic and sweet

Q. Hasn't the Government enough people with 2,300,000?

A. That's a lot of people, a right, but many more are to hired—700,000 within another yes—and the Government is finding it very difficult to locate these people. One of the first things that be done under the order will be done under the Government or resign from the Government service. Resignations, for on reason or the other, are running around 100,000 a month. In a reatively short time, The LEADE believes, the Government won accept resignations unless som very excellent reason is given such as more important war won elsewhere.

Yes, the lives and times of Feeral employees are going to a changed drastically by this war.

Q. Will the voluntary transfer be banned by the new system?

A. Technically, yes; but pretically speaking, no. The Comission must clear all transfebut there's no law which will febid anyone from requesting transfer.

Q. When will the new system become effective?

A. September 27.

Q. How long will it last?

'A. Until it's amended. On thing is sure, it won't be modifie until after the war. Before the we ends the system will get plen more drastic.

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#### Need Grows for Guards, Dietitians

To recruit additional departmental guards, at \$1,500 a year, and staff dietitians, at \$1,800 a year, the United States Civil Service Commission announces amendments liberalizing original requirements for these jobs.

Wanted particularly are departmental guards for service in Washington D. C. only. To obtain them the Commission has done away with experience requirements, and simplified physical standards. Now applicants may qualify by passing a general test and satisfying appointment officers of their physical fitness to be guards.

Staff dietitians in increased numbers are also sought. Applicants who have completed a 4-year course in a recognized college with a major in dietetics may now substitute 1-year of successful experience as dietitian in a hospital of at least 200-bed capacity for each 6-months of graduate training hitherto required. No writtentest is given.

No Upper Age

There is no maximum age limit for either of these positions. Applications will be accepted until the needs of the service have been met, and must be filed with the Washington office of the Civil Service Commission. Applications are not desired from persons engaged in essential war work unless a change of position would result in utilization of higher skills possessed by the applicant.

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

# Propose Revised USES Service Rating Plan

Proposals for the revision of the service rating plan now in use in the United States Employment Service were submitted last week to Richard C. Brockway, New York State Director of USES, by Local 28 of the State, County and Municipal Workers of America.

Chief feature of the union's plan is the setting up of two ratings of "satisfactory" or "unsatisfactory" for all employees. The present plan calls for five categories, ranging from "excellent" down to "poor." The simplifica-

tion, the union declared, "would go far toward establishing the type of labor-management relationship our war effort requires."

Must Have Evidence

Under the union plan, all "unsatisfactory" ratings would have to be supported by complete, objective and factual evidence submitted by the rating officer. The union also recommends that suppervisors render informal rating after personal conferences have been held with employees even three months and that a find conference be held with each employee before a permanent rating is awarded.

# What's Chances of A Pay Raise Now?

WASHINGTON.—The Administration is again in a sweat over the bill that would require overtime pay for all the Federal workers.

There's a difference of opinion

over what procedure the proponents of the bill should follow. Some insist that Congress should give the President complete authority to fix all wages in the joint anti-inflation resolution. These people argue that if the President has the authority to fix the wages of the private employees—and he says he has and will do it on October 1 unless the Congress acts in the meantime—then he has the authority to change the pay structure of the 2,300,000 Federal workers.

It's also argued that if an over-

It's also argued that if an overtime bill for Federal workers is taken to Congress now on top of the anti-inflation measure, a angry Congress would kick it a over the place.

Others insist that the President couldn't fix Federal wages now and that the way to cure the injustices would be for Congress the pass a bill changing the system. To be on the safe side, Senato

To be on the safe side, Senato Mead is holding short hearings of the pay-raise bills, and then wi wait and see if Congress gives to President power to fix all wage before October 1.

Don't waste anything, for the means wasted money. Waste money is wasted lives in warting Every dollar you can save show go toward War Bonds to help you State meet its quota.

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# CIVIL SERVICE IN NEW YORK CITY

#### one Councilman Shocks Another

Councilman Louis P. Goldberg old The LEADER this week he as amazed to find Counciloman Gertrude Weil Klein, ALP ember of the Council, taking a egative attitude in connection ith his proposal to provide a ,200 minimum for City employs-a stand Mrs. Klein continued defend at the same time.

"That Mrs. Klein should doubt ery seriously that raises can or ust be granted at this time to nable many grossly underpaid unicipal employees to meet the sing cost of living is shocking," Ir. Goldberg said. "Her attitude entirely untenable with the reachings of her party."

To which he added: "Especial-in view of the fact that Mrs. lein is ALP while I and Councilen Anthony J. DiGiovanna and Villiam A. Carroll are Democrats nd are wholeheartedly in favor f doing something immediately

or those who are earning 'star-ation wages.'"
Further: "Apparently Mrs. Klein as been misled," said Mr. Gold-berg. "Certainly she should be

bending every effort toward seeking means of raising money to lift wages rather than to pour 'cold water' on the idea, which, in effect, she seems to be doing when she says 'It is senseless to expect to raise salaries just by applying any simple formula."

He suggested that Mrs. Klein study the matter deeply before "coming up with any more such opinions."

#### She Studied It

Replied Councilwoman Klein: "I've studied the situation enough to know there are no absolute, fixed, inflexible rules for raising salaries. Everybody is for boosting wages; that's the popular and right thing. But only whenever it's possible to raise those wages should Councilmen come out for such a program. Show me how it can be done within the frame-work of the present budget and I'm all in favor of raises."

Mrs. Klein added, "And I'll go further and take a more definite stand on the proposal just as soon as the American Labor Party gives me notice of its attitude. I want party opinion first."

Mr. Goldberg and Councilman Salvatore Ninfo are planning to introduce legislation to bring the salaries of municipal employees up to a \$1,200 minimum despite the widespread attempts of the administration to pull salaries downward.

# Battle Is On as Fire Chief Still Fails to Hire 3-A Men

By MICHAEL SULLIVAN

The battle is on!

An order requesting Fire Chief and Commissioner Patrick Walsh and members of the Civil Service Commission to show cause why the 146 fireman appointments made Sept. 15 should not be nullified was served early this week by David Savage, attorney for a group of the 3-A eligibles who were skipped for appointment.

The order further requested Walsh to appoint the 3-A men who were passed over and to stop the payrolls of those appointed. The stopping of the payrolls as requested in the order would affect approximately the last 40 men reached for appointment.

#### Can't Get Enough Men

The Fire Department was only able to obtain 146 men from the 739 names certified to it by the Civil Service Commission. Requests have been made to the Commission for the names of additional eligibles in order to make 54 appointments Oct. 1. The last man appointed on Sept. 15 was James E. Devine, number 1,657 on the list.
One hundred and forty-seven of

the eligibles passed over by the Fire Department were those with 3-A draft classifications, who were either married subsequent to Sept. 15, 1940, or are unmarried with collateral dependents. These eligibles pointed out that Com-missioner Walsh had absolutely no right to pass them in making the appointments. The Halpern

amendment to the State Military law gives the Fire Commissioner the right to skip only those with Walsh 1-A draft classifications. insists that a recent Selective Service announcement indicates that single men with 3-A draft classifications will soon be reclassified into 1-A, and that therefore he won't hire them.

In addition to the 3-As with collateral dependents who were passed over for the fireman appointments, 59 eligibles with 2-A and 2-B occupational deferment draft classifications were also skipped. Reason for skipping these boys was that they would automatically become 1-A upon quitting the defense jobs which gave them a 2-A or 2-B status. The legality of passing over men in 2-A or 2-B has also been questioned although no attempt has been made to bring it into the courts as yet.

#### Other Reasons for Skipping

The remaining eligibles certified by the Commission to the Fire Department were passed over for a variety of reasons. Eighty were in military service, 30 requested postponements, 4 declined the offers of appointment, 17 failed to reply to the notices sent to them by the Fire Department to appear for appointment, 43 were classified as 1-A, 44 were under the legal appointment age of 21, 18 were rejected for medical reasons, 20 were skipped on orders of the Civil Service Commission and the letters of 7 were returned by the Post Office with the notation "wrong address." President Harry W. Marsh of

the Civil Service Commission indicated that Fire Commissioner Walsh may have exercised his right under the one-out-of-three rule in skipping the 3-A eligibles. Marsh told the LEADER: "The appointing officer of a department has the right to appoint one out of three eligibles on civil serve ice lists. In New York, it has been a standing order of the Mayor to department heads to appoint eligibles in numerical order on civil service lists. The one out of three rule can be exercised only with the consent of the Mayor.'

Referring specifically to the passing over of the fire eligibles, Marsh said, "This is a matter between the Mayor and the Fire Commissioner. The Civil Service Commission had nothing to do

Reports on the fire appoint-ments had not as yet been forwarded to President Marsh when he was queried by the LEADER.
"I don't know what reasons the Fire Commissioner had for passing over eligibles." Marsh said.

#### Kaplan Sees Risk

H. Eliot Kaplan, executive secretary of the Civil Service Reform Association, who was one of the civil service authorities consulted by city officials at the time the Halpern amendment, giving appointing officers of the Police, Fire and Correction departments the right to pass over men in 1-A, was considered, said, "I think the city is taking a risk in expecting the statute to apply to others than When we were considering the law it was made quite clear that it would apply only to those in 1-A."

# Who's Doing What?

#### Picture of Pension Plan Getting Works

Manhattan Borough President dgar J. Nathan's office this veek said Councilman Stanley saacs' proposal that the City pay egular pension deductions for nunicipal workers in the armed ervices is in the investigation

"Why not ask the New York City Retirement System about "" a spokesman in the M.B.P.'s ffice asked.

The LEADER did. It got this

etort: "Why not try the Budget Direcor's office; that's where the noney would be laid out for the roposition."

The LEADER did that, too. It

ot this reply: "The whole thing should at this stage be resting with the Retirement System. They ought to be checking on how many civil serice employees in the armed serrices are to be considered under this plan and about how many more ought to be counted in, according to the way the draft is snapping up men." The LEADER kept going. Our

reporter went back to the Retire-

ment System.

"We ought to be looking into the thing any day now if the Board of Estimate is giving the

thing serious consideration," we were told. Board of Estimate, The LEADER has learned from an

authoritative source, is giving the plan consideration. To make sure that it gives serious considera-Councilman Isaacs this week sought to impress Borough President Nathan with the importance of his pressing the Board to

take definite action.

Borough President James A.
Burke, of Queens, last week told The LEADER he thought helping civil service employees in the armed forces to keep up their city pension "is a good idea."

Mr. Burke and other members of the Board are studying the sit-

# Welfare, Union Clash on Long Week, Delayed Raises

At a meeting last week with Deputy Welfare Commissioner Arnstein of the Welfare Department, the grievance committee of Local 1, SCMWA, opposed the department's plan to resume the six-day work week beginning September 26 and urged the continuation of the five-day week schedule which was in operation during the summer months, according to a statement issued

The new working schedule of the Welfare Department calls for a 9 to 12 working session on Saturdays with a week-day closing time of 5.30 p.m. During the summer months, the staff worked from 9 to 5.30 five days a week with % of an hour for lunch. While recognizing that the proposed 12 o'clock closing time on Saturdays represents an improvement over the full six-day week, the union stated that there was no justification for city employ-ees working more than 40 hours a week without overtime pay in accord with the national labor policy of the country.

#### Protest Increment Delay

The union also protested the "unwarranted" delay in paying increments, which were due on July 1, as a result of the adoption of the social service reclassification resolution. According to the union statement, Commissioner Arnstein advised the grievance committee that all departmental schedules have been submitted to the Budget Director for checking and that lump sum checks for back pay will be issued as soon as these schedules are approved. It is expected that payment of these arrears will take place on October 15. Arnstein was hopeful that increments due to old time employees will also be paid at this time.

#### Demand Holidays

The union's demand that religious holidays be granted outright to the staff without deduction from vacation allowances was also renewed by the grievance committee. Arnstein told them that the department was unable to make any change in this policy because it was a city-wide matter. However, he agreed to consider a possible revision of the present policy of deducting from current vacation and sick leave allot-ments, time-off which was granted in the early part of the year when staff members were entitled to 25 days' vacation and 18 days'

sick leave.

#### Holy Name Service At Yankee Stadium

His Excellency Francis J. Spellman, D.D., Archbishop of New York and Military Vicar of the Army and Navy, in a letter to all of the pastors in the New York Archdiocese, urged today that all Catholics attend the Holy Name Patriotic Service to be held in the Yankee Stadium on September 27. He also pleaded that all turn their hearts to God in prayer for those who have given their lives, and for these who are now serving.

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

# They Don't Know Much **About Cutting Pensions**

To the tune of which member of the Board of Estimate knew east about the situation, the oard this week again postponed ensions for members of the New York City Employees' Retirement System retiring under Options 1,

The matter was referred to the committee of the Whole in order provide City employees a more elaborate opportunity to present heir case as well as to enable oard members to dig deeper into he matter.

The postponement was taken fter a heated address by Borugh President John Cashmore, f Brooklyn, who pointed out that drastic need for full presenta-ion of the facts is a matter conerning 100,000 City employees ho know little of what it's all bout, just as some of us.'

Actuaries' statements and the Setirement System's annual re-orts have thus far built up a ather impressive pile of data, owever, in dealing with a comarison of deaths on a basis of actual and expected cases.

The resolution was sent to the

Board of Estimate June 25 by George B. Buck, actuary of the Retirement System, and seeks to set up new mortality tables for computing retirement allowances employees given the choice of choosing one of the optional pension forms.

It was Mr. Buck's contention that the new tables are necessary in order to decrease the retirement allowances by 10 percent in cases of employees choosing. Option 1, by around five percent when Option 2 is the choice and by about three percent when Option 3 is selected.

#### Many Deaths

He said the tables were vital because of the unusually large number of deaths during the first year of retirement of members who had chosen Options 1, 2 and 3, that a deficit in the Pension Reserve Fund and a reduced surplus in the Annuity Reserve Fund had been caused.

Borough President James J. Lyons, of The Bronx, turned all his wrath upon Councilmanic President Newbold Morris when the latter inferred quite broadly that the borough presidents weren't quite aware of the ramifications of the resolution.

"You don't even know how the resolution got here," flared Lyons, looking at Morris.

# Civil Service League Lays Plans to Organize All Titles

"craft" organization of civil employees in the New York City employ, has decided to extend its scope. Heretofore confining itself solely to the organization of attendants in all City departments, the league has amended its constitution to take in all categories of employees. Said John Hughes, president of the league: "We have received many appeals from the unorganized workers and from groups in various titles to help them organize. Until now we have refrained, limiting ourselves to the interests of a single employee category. However, with the interests of all civil service workers jeopardized by the City administration, with the attempts to break our living standards and slash our rights and privileges, my organization has come to the conclusion that we must enlarge the scope of our activity.

Plans are now being considered by the league's executive board

THE RESERVE OF THE PROPERTY OF THE PARTY OF

The Civil Service League, a for ways and means to effectuate Other Complaint

> The general membership meeting which voted the change also heard other complaints. Alexander Delgado, vice-chairman of the league, outlined his anxiety for the standards of many City workers "if the Civil Service Commission persists in its attempt to put low-paid grade 1 clerks in jobs now being performed at much higher salaries." The Commission has announced that it may use the forthcoming clerk list to fill positions of mimeograph operator, messenger, typist, office appliance machine operator, attendant.

The league went on record also as standing by its position of opposition to the amendments of the McCarthy increment law, even though those amendments have already been incorporated in the act. Said one member: "For all time, persons seeking civil employment will be aware that John Hughes, opposed by every local legislator and several employee organizations, fought to protect the wage standards of eligibles and employees. Let this remain our stand."

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# MEXICO 16 DAY TOUR 149.90 In Mexico 19.250 Extra Pullman Supplement \$12.50 Extra Pullman Supplement \$12.50 Extra For Grade 1 Clerk Test

The Civil Service Commission has made tentative arrangements with the Board of Education to use 15 high schools for the clerk, grade 1, written examination scheduled for Saturday, Nov. 7. Candidates were notified to inform the Commission as soon as possible if they are unable to appear for the test. It is considered that many of the 36,545 candidates who filed for the clerk test are in military service or have secured positions with the Federal Government or in private industry and may not be interested in the City exam.

The schools in which the examination will probably be held and the number of candidates tentatively assigned to each school fol-

#### Manhattan

George Washington H. S., 192nd Street and Audubon Avenue,

Seward Park H. S., 350 Grand Street, 2,100.

Stuyvesant H. S., 345 E. 15th

Street, 1,900. Julia Richman H. S., 67th Street and Second Avenue, 1,400.

#### Bronx

De Witt Clinton H. S., Mosholu P'way, between Gaynor and Sedgewick Avenues, 3,800.

Evander Childs H. S., Gun Hill

Road and Barnes Avenue, 2,900. James Monroe H. S., 172nd Street and Boynton Avenue, 2,400. Theodore Roosevelt H. S., East Fordham Road and Washington Avenue, 2,400.

#### Brooklyn

Abraham Lincoln H. S., Ocean P'way and Guider Avenue, 2,500. Franklin K. Lane H. S., Jamai-Avenue and Dexter Court, 2,900.

James Madison H. S., Bedford Avenue near Quentin Road, 2,400. Samuel J. Tilden H. S., Tilden Avenue, E. 57th to E. 59th Streets, 2,500.

Thomas Jefferson H. S., Pennsylvania and Dumont Avenues, 2.500.

#### Queens

Grover Cleveland H. S., Himrod Street and Grandview Avenue, Ridgewood, 2,500.

John Adams H. S., Rockaway Boulevard and 102nd Street, Ozone Park, 2,500.

#### 16 Promotion Lists Increment Law Active in City Service Final Touch

Employees on 16 promotion lists were certified by the Civil Service Commission to their departments during the past week for the remaining promotions which went into effect as of September 15. The majority of the promotions was in grades two and three of the electrical service.

Five eligibles on the clerk, grade 3, promotion list in the Police Department up to number 285 were certified for vacancies at \$1,800 a year. The promotion lists for the same grade were also certified in the following depart-ments: Markets, Borough President of Manhattan, Housing and Buildings, Law, Finance and Department of Public Works. Number 613 was the highest certified on the grade 3 clerk list in Markets, 402 in the Office of the Borough President of Manhattan, 503 in Housing and Buildings, 391 in Law, 413 in Finance and 588 in the Department of Public Works. All of the promotions are being made at the entrance salary of grade 3, \$1,800 a year.

#### Public Works

Promotion lists for clerk, grade 2, were certified to the Department of Public Works, Housing and Buildings, and the office of the Borough President of Man-For five positions in the Department of Public Works at \$1,200 a year, the Civil Service Commission forwarded the names of 22 eligibles up to number 1,034 on the list. Four names were sent to the Department of Housing and Buildings for two jobs at \$1,200 a year. Only one name was certified on the clerk, grade 2, promotion list in the office of the Borough President of Manhattan. The sole vacancy in this office pays \$1,680 a year.

Seven eligibles on the clerk, grade 4, promotion list in the Department of Finance were certified by the Commission for vacancies at \$2,400 a year. For other promotions at this salary, the Commission certified the list for inspector of plumbing, grade 3, to the Department of Housing and Buildings and the accountant promotion list in the Department of Investigation.

Promotion lists for junior ac-countant were certified to the City Planning Commission and office of the Borough President of Manhattan. In both these departments the names of the first two eligibles on the promotion lists were sent forward for the \$1,800 a year vacancies.

#### Union Enrolls Civil Servants In War Work

The State, County and Municipal Workers of America has set aside its offices for the period ending October 3rd for the enrollment of civil service employees in civilian defense activities, the fingerprinting of members of their families and for registering of volunteer blood donors, it was announced this week by James V. King, the union's acting Secretary-Treasurer.

During this time, King said, the Office of Civilian Defense will have trained interviewers at the union's offices to assist civil service employees in enrolling in a phase of civilian defense work for which they are best suited. King pointed out that many civil service workers have not yet volunteered for civilian defense work because they are not aware of how their skills can best be util-

The campaign for blood donations from civil service employees has been named the "Lieutenant David Hirsch Blood Donor Drive" in honor of the member from the Welfare Department who was cited for heroism in the recent battle over the Solomon Islands. Lieut. Hirsch brought his Flying Fortress back to its base despite three wounds from Japanese machine guns and the loss of his bombardier.

The drive for the fingerprinting of all civil service workers and their families is in support of the campaign launched by OCD for the fingerprinting of all New Yorkers. These fingerprint rec-ords will be used as a means of identifying immediately all victims of air raids. King said that trained to take fingerprints and to issue identification cards to volunteers.

#### Hebrew Spiritual Society,

Sanitation Department

The Hebrew Spiritual Society of the Sanitation Department will hold its regular meeting on Thursday, September 24, at 7:30 p.m., at its club rooms, 31 Second Avenue, New York City. Arrangements will be made for the Memorial services to be held October

#### State Commission To Meet in NYC

The next meeting of the State Civil Service Commission is to be held at the State Office Building in New York City on September 24 and 25. On Thursday, the 24th, at 3 p. m., at the office of

# Changes Get

The Board of Estimate this week established a \$2,400 ceiling reached by increments for graded and ungraded workers in the city employ and a \$2,280 top for those yet to be hired by the city in line with the new McCarthy Law amendments.

The move places a considerable number of ungraded employees who have been receiving \$2,280 a year, into the \$2,400 class, if the individuals in question are entitled to increments not given them in the past.

This is in accordance with a resolution submitted by Budget Director Kenneth Dayton.

The LEADER understands that only those who signed their paychecks under protest will receive back pay.

#### Threatens Action

It is this situation that was attacked violently by Henry Feinstein, president of the Federation of Municipal Employees, who threatened "to take the case right back into the courts to get a new interpretation if back salary isn't paid to everyone involved under the Petrocelli decision."

#### What It Means

What the Board of Estimate action accomplishes, briefly, is this: those who were getting less than \$2,400 in the budget but under the Petrocelli decision would have been entitled to increases to bring their salary beyond \$2,400, will receive a salary ceiling of \$2,400.

However, no employee earning more than \$2,400 now will have his salary reduced.

#### No Vacation for Them

David Savage, counsel for a large group of social investiga-tors in the Welfare Department, received word this week from the Corporation Counsel's office that those investigators willing to consider the period of time they were laid off by the City as their va-cation period with pay, will be paid for the days lost. But they will not receive an additional vacation period for this year.

The time lost in many cases

will amount to more than 19 days because accumulated sick leave will be added to the vacation period. This should boost the period to an average of 24 days, said Mr. The Corporation Counsel offer,

it is believed, is a direct result of Mr. Savage's threat to proceed with litigation if his clients were not reimbursed for time lost when Mayor LaGuardia bounced them suddenly out of their jobs. Mayor's action was in retaliation for the City Council's laxity in going about passage of the Mc-

Carthy Law amendments.

These investigators, added Mr. Savage, "will still get sick leave benefits for this year." He said he would know in a few

days whether the Corporation Counsel's offer will be acceptable.

NYC Municipal Commission, there will be a joint hearing by the Municipal Commission and the State Commission upon the classification of Maintenance Engineers in the Board of Transportation, proposed by the Municipal Commission,

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U. S. ARMY & CIVIL SERVICE

#### Gal Cop Eligibles Have New Prexy

At the monthly meeting of the Policewomen's Eligible Association held at the Hotel Pennsylvania on September 14, several new officers were elected. Miss Janet Clingan was elected president, Katherine Gamble, secretary, and Harriet Monahan, corresponding secretary.

In accepting office, Miss Clingan advocated the appoint-ment of the complete list of ap-proximately 200 eligibles to the New York City Police Force. She pointed out the small list resulting from the recent policemen's examination and the prospect of a large number of these men being called by the draft. Since women are now proving of value to the Army and the Navy in the WAAC and WAVES, Miss Clingan said that there was no reason why women could not be equally valuable to the City of New York. She pledged herself and the organization to work for the appointment of the entire list.

#### Chances Slim for Quick Cop Jobs

The possibility of patrolman appointments by October 1 appeared slim as The LEADER went to press. The Police Department had not as yet requested the Civil Service Commission to certify names of eligibles on the new patrolman list.

As reported in last week's LEADER, the names of 308 eligibles over 21 years of age on the special patrolman list have been forwarded to the Board of Water Supply for sixty appointments as aqueduct patrolman. The highest elegible reached on list two was the lad who stands number 1.000 on the roster.

The sending of the names to the Board of Water Supply was not an actual certification by the Civil Service Commission, inasmuch as the names were forwarded to the board before the special patrol-

man list became official. Rumors that a new patrolman examination will be held in the near future are unfounded, The LEADER learned from a reliable

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INTENSIVE COURSE OF INSTRUCTION UNDER AUSPICES OF

By L. Marder, LL.B., C.P.A.

# Council Opinion Is Favorable On Employee Grievance Measure

By ARTHUR RHODES

Opinion remained almost uniformly favorable in a poll of Councilmen this week on the collective negotiations bill that would make it mandatory for city department heads to confer with representatives of their employees' own choosing. Not a single Councilman queried by The LEADER opposed the bill, directly, though several refrained from comment.

The bill, which has been introduced in the Council by Councilmen Louis P. Goldberg, Salvatore Ninfo and Gertrude Weil Klein, and which is currently in the Council's Civil Employees' Committee, drew the following comments:

Stanley M. Isaacs: "I'm in sympathy with the objectives of the bill."

Anthony J. DiGiovanna: "I still like the idea of employees sitting down and talking over their grievances with department heads; this would give them the same opportunity to be heard as those employed in private indus-

John P. Nugent: "I'm 100 per-cent in favor of the principle of the bill."

Joseph T. Sharkey: "No com-

ment till it comes up on the floor of Council; that's my principle." James A. Philips: The idea is all right provided it doesn't conflict with the general policy of the city. That is, it may not be a plausible arrangement as far as the City as an employer is con-cerned. What I'd like to see is one huge organization of employees representing all the workers in municipal departments; then there would be less chance for politics or abuses entering the picture. Workers meeting departmentally with department heads would be susceptible to punishment too easily under this bill.' Mr. Phillips didn't say just what he meant by "susceptible to pun-ishment." Proponents of the bill claim it will do just the opposite -allow free discussion where it doesn't exist now

Peter V. Cacchione-I'm wholeheartedly in favor of the bill and, in fact, would like to have machinery set up whereby grievances could be definitely settled by se-

#### Dan Allen Honored As He Leaves For the Army

Daniel Allen, whe has been the secretary-treasurer of the State, County and Municipal Workers, is scheduled for induction as private into the United States Army on Tuesday, Sept. 22. The union honored Mr. Allen at

a testimonial held last Saturday

at the Hotel Piccadilly.

James V. King, acting secretary-treasurer of the New York district, read a message from Governor Herbert H. Lehman in which the Governor said: "Will you please convey to him my heartiest good wishes and my prayers for his safe return after we have won complete victory and Hitlerism has been wiped from the face of the earth. I am sure that in the attainment of these objectives Daniel Allen will always do his full part."

The hundreds of members of his own union and of other CIO unions were joined by Lieutenant Governor Charles Poletti; Solicitor - General Henry Epstein, Democratic candidate for Attorney-General and Mrs. Ethel S. Epstein, Labor Secretary to Mayor LaGuardia; State Senator Charles Muzzicato, Republican candidate for Congressman-at-Large; Mr. Saul Mills, secretary of the Greater New York CIO Council; Senator Daniel Gutman; Councilman Meyer Goldberg; Borough Presidents James A. Burke and Edgar J. Nathan, Jr.; Judge Daniel E. Fitzpatrick and many others.

#### Conductor Boys To Hold First Meeting Oct. 9

First meeting of the Conductor Eligibles Association will be held at Washington Irving High School, 40 Irving Place, Manhattan, at 7:30 p.m. Friday, October 9. Final plans for a huge mass meeting were completed last week by Nicholas L. Felitti and a group of eligibles selected at random from among those who had responded to requests to form an eligibles' association.

#### Dahlbender Is Head

In order to speed up the work of rming an efficient organization and prevent unnecessary delays at the first highly important meetings officers were elected for three months. The officers chosen by the group of eligibles to head the association for three months are: A. Sherwood Dahlbender, president; Joseph Lombardi and Joseph Calzaretti, second vice-presidents; Nicholas L. Felitti, corresponding secretary; Bernard H. Winnick, financial secretary; Eugene Hands, recording secretary; George Goodman, treasurer, and J. Dido and G. Nagler, sergeants-at-arms.

Dahlbender, the temporary president, is a physical instructor who operates his own private gymnasium in Manhattan.

Conductor eligibles who wish to get in touch with the organization before the first meeting is held are requested to write to the corresponding secretary, Nicholas L. Felitti, at his home address: 97-36 86th Street, Ozone Park,

#### New Religious Guilds Formed in Parks Dept.

Following in the footsteps of the Catholic and Protestant guilds, a guild of Jewish employees of the Parks Department is being formed. Interested employees may obtain additional information by communicating with Rabbi Louis A. Steinhorn at 6510 17th Avenue, Brooklyn, N. Y.

lection of a committee of three. The committee would consist of a representative of the employee group as well as one who could speak for the department and an arbiter to be selected by both

S. Samuel DiFalco: Where both sides feel it is in the best interests of employees and department heads to have such conferences, there would be nothing wrong with a bill of this kind.

William A. Carroll: The idea of ironing out grievances between department heads and employees' representatives is all right, but there ought to be definite machinery to make sure of no slip-ups.

Louis Cohen: "No comment." Joseph E. Kinsley: "No comment until the bill is discussed."

Rita Casey: "I don't see why such a man as Commissioner William F. Carey doesn't want to talk over grievances with his employees in the Sanitation Department. Yes, I'm entirely in favor of the bill because it would provide City workers with the same chance to talk over grievances as private industry has.

Walter R. Hart: "I'm desirous of seeing City workers get the same break employees in private industry do and for this reason I'm in favor of the principle of the bill. I introduced a similar measure two years ago."

Others in the Council who have expressed sympathy with the aims of the bill are John M. Christensen, Edward Vogel, George E. Donovan, Adam Clayton Powell, Jr., and Genevieve B. Earle.

The bill would make it illegal for any department head to refuse to confer with a union chosen by employees. It would also make it illegal for him to intimidate or discriminate against members. Moreover it would prevent him from dominating or interfering in any manner with employee groups.

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

#### 190 Subway Men Pass Exam For Conductor

One hundred and ninety employees of the New York City Transit System passed the promotion examination to conductor, held with the open-competitive test this summer. Three separate promotion lists have been established by the Civil Service Commission containing the names of the successful candidates in each division of the transit system. There are 162 names on the IND Division list, 27 on the IRT list, and one on the BMT list.

Provisionals employed as conductors will be replaced by the men on the promotion lists, There are 341 provisional conductors in the transit system; 191 are employed in the IND Division; 150 in the BMT Division. There are no provisionals in the IRT.

The use of the promotion lists in the IND and BMT divisions of the subway system will leave 182 jobs as conductors waiting for men on the open-competitive conductor list. This list is in its final stages in the examining division of the Commission. As soon as work on the conductor list is completed by the Civil Service Commission, it will be published in The LEADER.
In addition to the 182 conductor

jobs which will have to be filled by eligibles on the open-competitive conductor list, 827 jobs as street-car operators and railroad clerks will have to be filled from this register. As revealed in pre-vious issues of The LEADER, there are 191 provisional railroad clerks and 636 provisional streetcar operators employed in the Board of Transportation. This brings to more than 1,000 the number of jobs waiting to be filled by conductor eligibles.

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# CIVIL SERVICE IN NEW YORK STATE

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ALBANY-Members of the Association of State Civil Service Employees are invited to participate in an essay contest whose theme will be improving State service. Awards totaling \$300 in war bonds will be made.

Every State employee who is a member of the association may compete in submitting "ideas or plans the adoption of which in the opinion of a proper award group, result in increasing the efficiency of functioning of any bureau office, or department of State government."

Judges will be the Governor, the State Comptroller, the Attorney General, the Speaker of the Assembly, and a representative of the State Senate, together with the president of the association.

#### Any Length

Essays may be of any length. Entries will be judged on originality; setting forth need as indicated by increased efficiency; accuracy in setting forth conditions to be improved; clarity and com-

pleteness of plan.

All entries must be submitted by 5 P. M., December 31, 1942, to the office of the association in the State Capitol. Entries must be typed on one-side of paper in triplicate and be signed by a nome de plume. In another letter must be submitted the nome de plume and the actual name of the writer along with the title of his essay. Prizes will be \$150 for first, \$100 for second, and \$50 for third, all in war bonds. Awards will be made at the annual dinner of the association in 1943.

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# Seek Deferments For Attendants

(Exclusive)

Faced by a serious shortage of help, superintendents of State hospitals are considering and in some cases actually taking action in connection with appeals for attendants to keep them out of the war. All attitudes vary, however.

Dr. Harry J. Worthing, superintendent at Pilgrim State Hospital in Brentwood, L. I., told The LEADER this week he is urging local draft boards to "defer as many attendants as possible in order that the shortage here doesn't cripple us any more than it has."

He pointed out he is anxious for every male attendant at Pilgrim State to notify him as soon as he is classified in 1-A. In which case Dr. Worthing intends to appeal by letter to the particular draft board, stating it is absolutely necessary that deferment be seriously considered and granted wherever "It is vital that the perpossible. sonnel of public institutions be protected at this time," he said.

#### It's Tough

Asked what may have to be done if the shortage gets worse, Dr. Worthing said he "didn't know," that "it's an awful tough thing." He said he hopes State Commissioner Dr. William J. Tiffany "has some definite plan by this time how to combat the rising shortage of attendants."

Dr. Worthing said there are about 900 attendants at Pilgrim State and that approximately 300 more are needed at the moment.

"So you can see we are really in a bad way," he declared.

#### Obtained Some Deferments

Dr. Worthing has already obtained about a dozen deferments for attendants because "I have found a number of draft boards extremely sympathetic when con-

#### No. 1 Man Appointed To Head Institution

ALBANY. - Commissioner John A. Lyons of the State Department of Correction today announced the appointment of Thomas J. Hanlon of Elmira as superintendent of the Institution for Male Defective Delinquents at Naparoch. He succeeds Dr. Raymond F. C. Kieb who has been superintendent of the institution since January 1, 1940. Dr. Kieb was present this afternoon when Mr. Hanlon was sworn in by Commissioner Lyons.

Mr. Hanlon, appointed in accordance with Commissioner Lyons' poilcy of recognizing merit, was No. 1 on the civil service list. He has been assistant superintendent of Elmira Reformatory since March 2, 1934.

#### State Commissioner Gets Leave of Absence

Lithgow Osborne, State Conservation Commissioner, has been granted a leave of absence by Governor Lehman to enter the U. S. Foreign Service.



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fronted with the situation." In other cases, appeals are being con-

Dr. David Corcoran, superintendent of Central Islip State Hospital, Central Islip, L. I., admitted he "wants to know everybody's classification up to the moment" but refused to say whether or not he would ask for deferments in general. The LEADER has learned, however, that Dr. Corcoran has been looking in this direction and has already sought deferments for a number of attendants. To date, he has received no satisfactory responses from draft boards.

"I'm waiting for the formation of some general policy by salective service as to whether or not attendants should be deferred in view of the shortage," said Dr. Corcoran. "What I intend to do about it right now is my business only," he added.

#### Creedmoor Seeks None

Dr. George W. Mills, superintendent of Creedmoor State Hospital in Hollis, Queens, held that "no deferments have been sought at all for attendants here." He admitted a serious shortage but pointed out that "in general we should not seek to interfere with the war activity until the shortage gets definitely worse."

OPEN-COMPETITIVE

District: 3,279 candidates, held May

10, 1941. The rating of the written examination is completed. The

rating of training and experience is

Photographer, Mental Hyglene: 313 candidates, held July 19, 1941. The rating of part two of the written test is in progress.

Senior Social Worker: 256 candidates, held-October 18, 1941. Written and training and experience ratings completed. Clerical work is in prog-

Junior Personnel Technician: 1,523 candidates, held December 20, 1941. The rating of part two of the writ-ten test is in progress.

Senior Hearing Stenographer: 231 candidates, held December 20, 1941. The rating of the qualifying test is in progress.

Motor Vehicle License Examiner: ,260 candidates, held February 14, 942. Machine scoring to be started heatly

Assistant Actuarial Clerk, Insurance Department: 130 candidates, March 28, 1942.

Assistant Institution Meat Grader, Division of Standards and Pur-chase: 175 candidates, held March 28, 1942. The rating of training and experience have been completed. The Examination Division is wait-ing for a decision on one disabled veteran.

Assistant Social Worker: 82 candi-

Field Investigator of Narcotics Control: 80 candidates, held March 28, 1942 The rating of the written examination is in progress.

Park Patrolman: 335 candidates, held March 28, 1942. The rating of the written examination is com-pleted. The rating of training and experience is completed. Physical examinations are being held in Sep-tember.

Steam Fireman: 146 candidates, held March 23, 1942. The rating of the written examination is completed. The rating of training and experience is in progress.

Supervisor, Vocational Rehabilita-tion, Education Department: 128 candidates, held March 28, 1942. The list has been sent to the Ad-ministration Division for printing.

Damages Evaluator: 398 candidates, held May 23, 1942. The rating of the written examination is in progress.

Senior Damages Evaluator: 326 candidates, held May 23, 1942. The rating of the written examination is in progress.

Tax Collector: 2326 candidates, held May 23, 1942. Tentative rating scale is prepared.

Telephone Operator, State Depart-ments and Institutions: 936 candi-

experience is in progress.

dates, held March 28, 1942. Trating of the written examination completed. The rating of traini and experience is in progress.

in progress.

Court Attendant, First and Second

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#### **Motor Vehicle Adjudicator List**

The motor vehicle responsibility adjudicator list finally made its appearance last week. The test, which had attracted 1,326 candidates, leads to positions paying \$3,600 to \$4,500 annually. Only 98 names were on the list of those who passed. Part I floored 905 candidates; Part II floored 97. The rest either were absent or disqualified for one reason or another.

Top man on the list was Henry I. Kutz, who lives at Carlton Court, New York. His grade was Court, New York. His grade was 93.503. Here's the complete list:
(1) Kutz, Henry I., 93.503; (2) Toan, Carlos J., 92.492; (3) Witte, Samuel, 92.367; (4) Frey, Maurice, 91.962; (5) Zeiger, Samuel, 91.537; (6) Scholnicoff, Chas., 91.428; (7) Friedland, David, 91.212; (8) Millea, Thomas, 91.198; (9) Lindner, Sidney, 91.005; (10) Pockrass, Alfred, 90.81; (11) Grayzel, Abraham, 90.713; (12) Perlstein, Alfred, 90.708; (13) Cusack, Thomas, 90.477; (14) Insler, Chas., 90.452; (15) Williams, Archle, 90.388; (16) Jay, Louis, 90.05; (17) Mendelson, Arthur, 89.842; (18) Tepper, Jacob, 89.827; (19) Schuttz, Harry, 89.71 (20) Cohen, Herman, 89.677; (21) Freedman, David, 89.605; (22) David, Herbert, 89.373; (23) Bernstein, Max. 89.227; (24) Rosenzweiz, Louis, 89.057; (25) Flato, Louis, 88.55; (26) Lane, Herry, 88.83; (27) Kirschen, David, 88.802; (28) Cassell, Sylvau, 88.75; (29) Liroff, Jacob, 88.752; (30) Woinstein, N., 88.632; (31) Morse, Samuel M., 88.63; (22) Gottlieb, M. D., 88.598; (33) Franklin, Benjamin, 88.49; (34) Tolleris, Morton, 88.445; (35) Mendelson, Louis, 88.45; (36) Sax. B., 88.42, (37) Rubenstein, Jacob, 88.29; (38) Soloway, Herman, 88.192; (39) Mendelson, Montague, 88.13; (40) Schmitt, Joseph J., 88.112; (41) Klein, Harold, 87.975; (42) Bardack, Arthur, 87.855; (43) Denner, Isaac, 87.778; (44) Singer, Jacob, 87.707; (45) Bacharach, Jesse, 87.70; (46) Pfeffer, Leo, 87.63; (47) Rogers, Nathan, 87.485; (48) Hochman, Robert R., 87.273; (49) Urbaldo, 87.905; (51) Eidelberg, Joseph, 93.503. Here's the complete list:

dates, held May 23, 1942 (includes Telephone Operator, Westchester County). Key answers sent to can-

County). Key answers sent to can-didates. Appeals were considered. Final key answers established. Rat-ing on written not yet started. Telephone Operator, Westchester County: Held May 23. Key answers sent to candidates. Rating on writ-ten not yet started.

PROMOTION

Assistant Principal Keeper, Correction Department: 942 candidates, held October 25, 1941 (includes Principal Keeper, Captain, Lieutenant, and Sergeant). The rating of the written examination is completed. Interviews are completed.

Principal Keeper, Correction Department: held October 25, 1941. The rating of the written examination is completed. Interviews are completed. Clerical work is in

Assistant File Clerk, Taxation and Finance: 166 candidates, held March 28, 1942. The rating of the written examination is in progress,

Assistant Mail and Supply Clerk, Taxation and Finance: 166 candi-dates, held March 28, 1942. The rat-ing of the written examination is in progress.

Junior Compensation Claims Investigator, State Insurance Fund: 67 candidates, held March 28, 1942. The rating of the written examination is in progress.

Senior Clerk, Underwriting (S. I. F. N. Y. O.): 95 candidates, held March 28, 1942. The rating of the written examination is completed. The rating of training and experience is in progress.

Voucher and Treas. Clerk, Mentai Hygiene: 76 candidates, held March 28, 1942. The rating of the written examination is completed. Rating of training and experience is completed. The list has gone to the Administrative Division for printing.

Assistant Comp. Claims Examiner, State Insurance Fund: 55 candidates, held May 23, 194z. The rating of the written examination is in progress.

progress.

86.978; (52) Friedman, Samuel, 86.978; (53) Gordon, Chag. 86.838; (54) Winoskur, Louis I., 85.798; (55) Sherman, Samuel, 86.83; (66) McDermott, Arthur, 86.532; (67) Greon, Michael, 86.365; (63) Ehrlich, Hyman, 86.255; (69) Abraham, Irving, 86.22; (60) Klausner, Morriskof, 190; (61) Sacks, Samuel, 86.05; (62) Poe, Leon, 85.67; (63) Feldman, Maurice, 85.763; (64) Millman, Henry, 85.678; (65) Greenman, Isaac, 85.608; (66) Lucas, Joseph, 85.52; (67) Nade, Martin, 85.433; (68) Protter, Joseph, 85.333; (69) Hey, Emery, 85.392; (70) Rubin, Louis, 55.382; (71) Krauskof, 190; (71) Krauskof, 190; (72) Honesick, Harry, 85.322; (73) Dranoff, Abraham, 85.31; (74) Zucker Benjamin, 35.302; (75) Karp, Abraham, 85.22; (76) Lazerus, Gilbert, 85.067; (77) Bodner, Bernard, 85.065; (78) Loria, Walter, 84.965; (79) Shniper, Robert I., 84.802; (80) Arkow, Philip, 84.80; (81) Blank, Carl, 84.76; (82) Fass, George, 84.575; (83) Mallon, Edward, 84.57; (84) Wilkenfeld, Abraham, 84.48; (85) Masse, Stephen, 84.455; (86) Graber, Emanuel, 83.347; (87) Olshan, Milton, 83.84; (88) 8718; (89) Lucey, Kenneth, 83.677; (90) Lucey, Kenneth, 83.677; (91) Jack, 82.288; (93) Langer, David, 82.281; (94) Godin, Maurice, 82.317; (96) Abrams, Louis, 82.733; (97) Zim, balist, Samuel, 82.627; (98) Meckenberg, Arthur, 82.313

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#### Aeronautical

See also Announcements 122 and 73 under "Engineering" SAFETY INVESTIGATOR,

Civil Aeronautics Board Closing date—December 31, 1942, or before, upon public notice Announcement 208 (1942) and

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amendment.

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

The following positions are in the Civil Aeronautics Administra-

AIR CARRIER INSPECTOR (Operations), \$3,500 and \$3,800 Announcement 140 of 1041 and amendment.

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

FLIGHT SUPERVISOR, \$3,500 and

Announcement 151 of 1941 and amendments.

GROUND SCHOOL SUPERVISOR, \$3,200 and \$3,500

Announcement 152 of 1941 and amendment.

LINK TRAINER OPERATOR INSTRUCTOR \$3,200
LINK TRAINER OPERATOR, \$2,900

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

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Announcement 156 of 1941 and amendments.

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#### Automotive

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capping and sectional repair; Fender, body, and radiator; Automotive parts; Automotive electrical and carburetion; Body finishing and upholstery; Automotive machinist; General Announcement 212 (1942) and amendment.

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Announcement 231 (1942) TABULATING EQUIPMENT OP-ERATOR, \$1,620 to \$2,000 Announcement 244 (1942).

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

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

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

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

amendment HORIZONTAL SORTING MA-CHINE OPERATOR, \$1,260 Announcement 123 of 1941 and

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

MULTILITH CAMERAMAN and PLATEMAKER, \$1,620

MULTILITH PRESS OPERATOR, \$1,440 Announcement 94 of 1941 and amendment. STENOGRAPHER, junior, \$1.440

TYPIST, junior, \$1,260 Announcement 224 (1942) and amendment. TABULATING MACHINE OPER-ATOR, \$1,260 and \$1,440 Announcement 228 (1942).

#### Engineering /

See also announcements under "Aeronautical" a n u Announcement 104 under "Scientific" CHEMICAL ENGINEER, \$2,600 to

\$5,600 Existing Execution of the state of th

ENGINEER, \$2,600 to \$6,500
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Announcement 173 of 1941 and amendments.

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

ENGINEER, junior, \$2,000 Options: Aeronautical and navai architecture and marine engineer-ing

Announcement 122 of 1941 and ENGINEERING AID, \$1,440 to

Options: Photogrammetric, Topographic Announcement 206 (1942) and amendment.

amendment.
INSPECTOR, Signal Corps Equipment, \$2,000 to \$3,200
Signal Corps, War Department (For field duty)
Announcement 108 of 1940 and amendment.
TECHNICAL ASSISTANT (Engineering), \$1,800
Announcement 177 of 1941 and amendment.

Architectural and Drafting

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ARCHITECT, Naval, \$2,600 to \$5,600 Navy Department; Maritime Com-Announcement 246 (1942),

ENGINEERING DRAFTSMAN, \$1,440 to \$2,690. All branches of drafting Closing date—December 31, 1942, of before, upon public notice Announcement 174 of 1941 and

amendments.

#### Marine

See also Announcements 159 and 160 under "Trades," and 122 above EXPEDITER (Marine Propelling and Outfitting Equipment), \$3,200 United States Maritime Commis-Announcement 62 of 1941 and



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INSPECTOR OF HULLS, assistant,

INSPECTOR OF BOILERS, assistant, \$3,200

Bureau of Marine Inspection and Navigation, Department of Commerce
Announcement 213 (1942) and

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

\$HIPYARD INSPECTOR: Hull, \$2,300 to \$3,800; Hull, Outfitting, \$3,200; Machinery, \$2,300 to \$3,800; Electrical, \$2,600 to \$3,500; Joiner, \$2,600 to \$3,500 United States Maritime Commission

sion Announcement 67 of 1941 and

MARINE ENGINEER. \$2,600 to \$5,600; Navy Department, Mari-time Commission; Announcement 247 (1942).

#### Ordnance

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

and amendment,

INSPECTOR, Ordnance Material, \$1,620 to \$2,600

Ordnance Department, War Department Announcement 124 of 1939 and amendments.

(Continued on Page Eleven)



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# Civil Service.

Independent Weekly of Civil Service and War Job News



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MEMBER AUDIT BUREAU OF CIRCULATIONS



Tuesday, September 22, 1942

#### Danger Point?

ACANCIES in the Police Department are still going up. The figure now is 1,171. When do we reach the danger point?

Incidentally, even though the city fathers have decided they can't combine the second and the first lists which resulted from the patrolman test, they ought to keep trying. Seems the logical thing to do. The boys met the same requirements, took and passed the same tests. If the first list runs short, the men on the second list certainly have what it takes to give this town the kind of cops we want.

# The Commission Must Act Boldly

T IS the responsibility of the Civil Service Commission to see to it that the principles of merit as laid down in law are followed. This protective function is perhaps the gravest responsibility of the Commission.

The New York City Fire Commissioner has undertaken to hire firemen without regard to the orderly processes of selection from the eligible list. Commissioner Walsh's motives are pure—he wants to make sure the Fire Department takes on men who won't be called into the Army in short order. But he is completely disregarding the law. He is arbitrarily telling men in the 3-A who were married after September 15, 1940, that he won't give them jobs, even though they are reached on the list. There is no justification in law for this policy. It looks like an ominous wedge stuck into the principle of merit.

Here is a case where the Civil Service Commission can act. Undoubtedly the Commission is already giving careful attention to the matter. All eligibles on all lists are deeply apprehensive. They await some action from the Commission. We feel that action ought to be bold and swift. The Commission's responsibility to the people demands that its powers be directed to scotch the Fire Commissioner's disregard of the law.



### Repeat This!



Gathered at Random

Rumors are circulating that conscientious objectors may be used to alleviate the attendant shortage in State hospitals . . . Ellis Ranen working on a book about labor relations in government service ... Paul Kern, former NYC civil service commissioner, is slated for a big job as labor liaison man for a private organization . . . And Wallace Sayre, former associate commissioner, is drawing a bigger salary from the OPA than he did in NYC . . . Women are being employed as letter carriers in Canada . . . Big shiny government spittoons are being donated to the scrap-metal drive . . . Prize for most undignified performance: Board of Estimate members shouting at each other "You don't know anything about it!" . . . Pity of it is they're probably right.

#### Privacy

President Marsh of the NYC Civil Service Commission, who shared his office with Commissioner Bromley, now has an enclosure around his desk , . . Movement is under way to grant to city employees who want to join the Merchant Marine the same privileges that go to those entering the armed services . . . Said the Mayor in his budget message: "No more details"-he meant no more donothing benchwarmers on the city payroll. Just look around, Mr. Butch!...One of the welfare investigators who were fired after winning a court case stands to lose her home if she doesn't get her back pay soon.

COMING SOON

#### New York City's Hospital Workers

A special section telling about their work and their problems.

#### letters

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

#### Wants Single Patrolman List

Sirs: Your write-up in last week's LEADER on patrolman possibilities is very good. We as eligibles certainly think that when the civil service commisson hasn't a sufficient number of men on its list, the last thing they should have done was to make two lists.

We hope your paper will stand with us and continue to help to consolidate these two lists. We all took the same test and there should be no objections to one list as everyone will still have an equal opportunity to get appropriate jobs along with the regular ones.

PATROLMAN ELIGIBLE.

#### He Made the Special Patrolman List

Sirs: I competed in the examination for patrolman and finished in the first hundred on the Special Patrolman list.

I am 28 years old and have not

engaged in for the last few years-I hardly more than finished in the mile run. My final averages to 79 and a fraction. To me the mere fact that so many of those on the patrolman list are under 21 years of age proves but one thing, and that is their age benefited them in the endurance test. These persons are not necessarily better equipped to become capable policemen than those placing immediately after them. It merely means that the test was to their advantage.

CANDIDATE.

#### Walsh and Fire Eligibles

Sirs: Thanks for that editorial oh Commissoner Walsh vs. the fire eligibles. We need courageous comment like that if our rights aren't to be completely destroyed.

V. P.

See editorial on this page,-Ed.

#### Says We're Good

Sirs: Permit us to express our appreciation for your noble effort in our behalf. As a result of the article appearing in your paper, the Industries Training Program conducted by the Board of Education received 976 letters of inquiry concerning teaching positions.

GEORGE F. PIGOTT, JR., Associate Superintendent in Charge of The War Industries Training Program.

Board of Education, City of New York.

#### U. S. Job-Draft

Sirs. As a Federal employee, I wish to say that the government is acting properly in putting us all under a job—draft. I know there will be some grumbling, but the quicker we get on an all-out war basis the better for the whole country. Every Federal worker should be placed where his talents can best be used to help win the war.

r. DONALD MacDONALD.

# Merit Men



NO, SHE DOESN'T look like a policewoman. But then, neither do many of the girls on the City's list from which policewomen are selected. Just goes to show how wrong is our concept of the type of people in given occupations. If you saw all the girls on the policewoman's roster lined up in a row, you could be sold on the idea you were witnessing a beauty contest. They don't look tough and old and sour and sour pot at all!

and sour . . . not at all!

Janet Clingan, the new president of the Policewomen Eligibles Association, is quite representative of the kind of girls New York has available to "man" the force: she's pretty in a quiet way, well-educated, athletic, intelligent. All these things you learn in a five-minute conversation with her. Talk to her longer, and you'll be impressed with a serious, subtle personality; a delicate wit; and a natural charm not hidden by a tendency to shypess.

Knows How

But Janet isn't soft. Take it from her, she knows one way to help the manpower shortage, and she's going to fight for it, together with her girls. "That way we can help win the war." By "that way" she means: "At a time when manpower is at a premium, women should be utilized in all the jobs which they can undertake—and that means almost all the jobs there are." There isn't very much a male cop does that a female cop can't do. "They can direct traffic; they can act as detectives; they can perform juvenile aid work, and act in cases involving delinquent women. They can take over all the desk jobs in the Police De-

partment, thus releasing the men now holding those jobs for duty on more active assignments." But, she adds wryly, the girls on the list must compete not only with policemen, but with the many volunteers who have been coming into the department. "And of course, you can't expect of volunteers the discipline, knowledge, or efficiency that you'll get from women who have the qualifications. In any emergency, the policewomen would stay on the job, coolly performing their tasks."

Janet, like the other girls on her list, is annoyed at the prejudice against women. But, she says philosophically, "They never employed women in aviation factories before. They're doing it now. They never employed women in the Navy Yards before. They're doing it now. I believe the pressure of necessity will force down the prejudices now existing against the employment of women in 'man's' work."

#### Majored In History

At college, she majored in history, for the reason that "I just fell into it." She hoped to teach when she graduated, but in 1936 there weren't any teaching jobs around. So she went back for a year of graduate work. In 1937 there still weren't any teaching jobs around. She took a clerical job with Readers Digest, hoping to get into editorial work, "but alas, they didn't recognize genius." Then she went to work for an insurance company, and she's been there since, except for a short stretch as special patrolman in the Welfare Department. Did she have any trouble with recalcritant clients? "They were hewildered. They didn't need to be treated roughly. They needed to be understood and pacified. Poverty is a terrible master."

Best of all, Janet Clingan wants a job in the Police Department. "I like people. I like to be with them. I like to work on their problems—and maybe have a hand in solving some of them."

For recreation, Janet Clingan sails a racing catboat called "Madcap." She's good at it, too! One of those slick-paper magazine photos of a girl at the helm of a sailboat, the breeze blowing the sail round and full, gives you an idea of Janet having fun. She spends lots of her spare time knitting socks, helmets, and sweaters for Bundles for America. She's an amateur movie photographer, too.

### QUESTION, PLEASE

#### Can't Predict Your Chance of a Job

I.G.: As stated many times in this column, it is impossible to estimate chances for appointment from eligible lists established by the U. S. Civil Service Commission. Even in normal times, the many factors which control the life and use of Federal registers make the prediction of appointment possibilities unwise. The eligible list for junior investigator, to be established as a result of the examination you recently took, is expected to be widely used by many Federal departments and agenc'es requiring the services of investigators. The Civil Service Commission will send you your rating on this test as soon as possible. Your name will be cer-tified by the Commission to departments requesting investigators in the order of your standing on the list

### Meaning of "Probable Permanent"

L.M.: For all practical purposes, the term "probable permanent" used by the Municipal Civil Service Commission in certifying eligibles to departments means permanent. The word "probable" is used because the new appointee must serve a probationary period of six months before he actually becomes a permanent employee. Technically, this probationary period is considered to be part of the appointee's examination. He must show that he is capable

of performing his work satisfactorily, cooperating with superiors and fellow-employees satisfactorily. In actual practice, very few new appointees are dismissed because of unsatisfactory completion of their probationary period.

If you declined an appointment because you thought the term "probable permanent" meant a temporary position you should check up with the Civil Service Commission to determine if your name is still on the eligible list. If your name has been removed from the list, you should explain the circumstances of your declination to the Commission in a letter and request them to restore your name to the eligible list.

#### Disability

N.W.: An eligible on a civil service list who is honorably discharged from the U. S. Army because of physical disability is not automatically prevented from appointment to a position from the eligible list because of the disability. If the disability does not interfere with the performance of the duties of the position, there is no reason why the Civil Service Commission should not certify his name to a department for appointment. It is impossible to tell whether any specific disability would prevent an eligible from being appointed. Actually, the Commission, in the past, has been known to act favorably in cases of men honorably discharged from the services because of disability.

# THE DRAFT AND YOU

#### SPECIAL SECTION LEADER OF THE CIVIL SERVICE

In an endeavor to keep our readers abreast of the many factors that affect their careers, the CIVIL SERVICE LEADER presents this survey culled from the maze of statements and prophecies about the draft. In a field where every draft board is able to make its own interpretations, and where the basic rules are in a constant state of flux, nothing we could write today would absolutely be equally true next week. We have, however, tried to obtain the best information possible on some of the subjects uppermost in your mind. There are many other questions we have not answered. Some of these will be included in future issues of The LEADER. Among the articles being planned: What Puts a Man in IV-F; How a Draft Board Chooses Your Classification; From 1A- to Induction; How the Dependency Allotment System Works; Where You Can Enlist; Deferments for Students; What Deferments in Civil Service? We can't answer all your questions—but we'll give you all the clear authoritative information we can.

# Right Man for Right Job

By Major General James A. Ulio THE ADJUTANT GENERAL OF THE ARMY

corporal interviewing new soldiers at a California reception center.

"Attorney," answered the selectee.

The corporal sighed heavily. There is scant place for lawyers as such in our Army. The Judge Advocate General's Department has long since been filled and its waiting list is voluminous. The corporal continued his questioning, but now he wondered where this new registrant might best fit.

At last the interviewer came to bracket number 15 on the Soldiers' Qualification Card. "Any hobbies?" he asked.

The selectee hesitated. Then he said, "I have a model railroad in my basement at home."

The interviewer perked up. "Do you assemble the cars and engines yourself?"

Now the selectee was getting into the spirit of the thing.

"Yes, and I wire the tracks and signals and rheostats," he replied.

#### Lawyer Becomes Repairman

There was no hesitation in the way the corporal wrote "Instrument Repairman" in the place on the selectee's card reserved for the initial duty or training assignment recommended for him. Today this particular selectee, who in civilian life was a lawyer, is a technical sergeant at a big American air base, playing an important part in keeping our bombers and pursuit planes flying. He feels he has found his proper niche in the vast Army we are training, and his superiors have recommended him for Officers' Candidate School.

way in which the skills, talents and ingenuity of millions of Americans are being blended into the varied pattern of Army life. "The Right Man for the Right Job"—that sign hangs on the wall of our reception and replacement training centers, where Army recruits are sorted and classified according to their occupational experience, education, potential ability and general background.

Few undertakings interest the new soldier more than this. He wants to know if he will be a round peg in a round hole or whether he will be shoved into some assignment for which he is poorly adapted. Within the limits of human shortcomings, the American Army in this war is making the maximum use of the talents and abilities at its dis-posal. No effort is being spared to put the right man in the right

#### Classification Tests

At the reception center each enlistee takes the Army General Classification Test. This provides a measurement of his capacity to receive instruction and to learn

"Occupation?" asked the young new duties. Then he is given a Mechanical Aptitude Test, which determines his general understanding of mechanical problems. And finally he is interviewed, the interviewer usually being an enlisted man whose first objective is to put the new soldier at his

> The purpose of the interview is to fill out the Soldiers' Qualifica-tion Card. The man's size is listed. What is the purpose of this? Large, husky men are needed by the Engineers for road construction and bridge-building. Next, the soldier's age; the young-er men are sent to the Army Ground Forces and the Army Air Forces.

#### Sports?

In what athletics and sports does the recruit excel? Often the Army calls for lifeguards. Proficient boxers and wrestlers are potential commandos. Has the man any hobbies? Frequently these have a greater bearing on his Army assignment than does his main occupation in civil life. The son of a brigadier general came to the Army with a Doctor Philosophy degree, but insisted he wanted to serve in the field somewhere. His hobby turned out to be a little camera he always carried at his belt; today he is one of the best photographers in the Signal Corps.

Has the soldier had any pre-vious military experience? An interviewer at Fort Dix was wondering where a grocery clerk might best fit, when the erstwhile clerk settled the matter by saving he had served a hitch as a gunner in the Navy. Now he is a first lieutenant of Coast Artillery and a good one, too.

The soldiers themselves are keenly interested in fitting the right man into the right job. enlistee told his bunkies that he had cooked two years in a CCC camp-a fact he had neglected to bring out in his interview. due course of time the fact of his CCC experience was passed on to the officers of the Adjutant General's Office at this particular post. Now the men of a regiment working on the Alaskan Highway thank heaven three times a day for the culinary skill of the ex-

#### No Guesswork

Some of America's foremost psychologists have helped devise the tests and standards by which our soldiers are classified. Nothing is left to guesswork or whimsy. Careful study has shown, for example, that musicians frequently make excellent radio operators because of their ability to distinguish between tones. So when you learn that a trombonist is sending and receiving vital mes-sages on the battlefield, instead of playing in a military band, you may be sure that the assignment was predicated on scientific facts and not caprice.

Level-headed personnel work is among the Army's most important responsibilities. The right man in the right job can mean a battle won. The wrong man in the wrong job can cause untold confusion and delay. Interviewing and classifying soldiers requires individuals who are calm, objective and discerning. A trained personnel man is as valuable to the Army as a skilled mechanic. Such men generally find their way to the Adjutant General's School at Fort Washington, Maryland, where they qualify as offi-cers in personnel work.

#### What Happened to a Shoe Salesman

A new soldier from Brooklyn told the sergeant interviewing him at Fort Dix that in civilian life he had been a shoe salesman. This suggested no particular place in the Army, but the sergeant was patient. He talked to the man about what he did with his spare time back home in Brooklyn. He finally discovered that the shoe salesman spent his evenings repairing radios for the neighbors in his block. The Army needs radio technicians desperately, and the shoe salesman has turned out to be an especially good one; yet had the interview been superficial and hasty, this vital skill might never have been discovered.

In classifying and sorting the millions of men who are entering the American Army, two thoughts kept uppermost in mind. What is best for the Army? What is best for the man himself? For example, let us suppose that a new soldier tells his interviewer that he has been a skilled automotive mechanic. Obviously, there is a real and valid place for such a man in our Army, with its vast array of mechanical equipment. But is the man really a mechani

The interviewer has a series of what are called "trade questions" at his disposal. These questions apply to such trades as blacksmithing, plumbing, automobile repairing, and electrical wiring. A few representative questions are put to the soldier. If he answers them correctly, it is a reasonable supposition that he is actually skilled in the trade he has followed. This check is for the protection of the Army and its weapons. In this grim and stern conflict, little can be left to chance or hearsay.

#### 5,000 On Personnel Work

More than 5,000 officers and enlisted men in the Army are now engaged in personnel classification and assignment work. Others are being trained as rapidly as possible. They are men who take pride in putting new soldiers where they belong. One enthusiastic young sergeant at the Adjutant General's School said he was at his wits' end on how to classify a silent, reticent miner from Montana. At last the man said he had been a deputy sheriff of his (Continued on Page Sixteen)

# The Draft Outlook For Married Men

Replying to a question whether or not men with children would be taken into the Armed Forces in 1943, Colonel Arthur V. McDermott, director of Selective Service for New York City, said last week that it was impossible to give a definite answer to the question because no one can predict what emergencies are apt to arise in the next twelve

Explaining that he was expressing an opinion based on conditions as they exist today, Colonel McDermott said:

"Under existing conditions local boards are under explicit instructions from National Headquarters not to call for induction any married man with a child, or children, with whom he resides. Such men may not be placed in class 1-A until authorized by the Director of Selective Service. The question of financial dependency has no bearing whatever so far as married men with children are concerned. Rich or poor, they are not to be called unless and until further instructions are received from the National Director of Selective Service.

"When I speak of married men with a child, or children, I refer only to those who married prior to December 8, 1941, and who married at a time when their selection was not imminent, Any man who married after December 8, 1911, or who married prior to that date but at a time when he was shortly to be called for service by his local board, is not entitled to any deferment whatever, even though his wife has subsequently given birth to a child, or has become pregnant.

"This seems a harsh rule to some people, but these couples married with their eyes open, knowing that the husband was shortly to be called for military service, and they must accept the consequences.

#### Quota Rules

"So far as the married men without children are concerned, the local boards in New York City have been instructed that if they do not have a sufficient number of unmarried men to meet their quota calls, they may reclassify in 1-A any married men without children, provided the wife would not suffer undue financial hardship or privation, because of his induction. Only last week we issued the following instructions on this point to New York City local boards:

It must be borne in mind at all times, that in reconsidering the cases of both the unmarried and the married registrants in III-A and III-B, no registrant should be reclassified in I-A if his induction will impose undue financial privation or bardship on his depart. vation or hardship on his depent-

"No one can predict what drastic emergencies might arise, but it is hard to con-ceive an emergency of so drastic a nature that it would be necessary to call into military service married men with wives and children who are solely dependent upon their earnings for support. It is my guess that we will not reach that point for a long, long time to come, if ever."

#### Volunteer Officer Training-How The Plan Works

Men in III-A may volunteer to become officers in the Army under a plan known as "VOC"-Volunteer Officer Candidate training. Any III-A man may apply for this training to his local board. The board will re-examine his case, to make sure that he is clearly a III-A man, and to determine whether his job is necessary to the war production program and that he should be deferred on that account.

The candidate fills out an application to volunteer, and a

waiver of dependency. Must Get Letters

Then his Local Board calls him up for a screening physical examination. When he passes this, he must obtain two letters from respected members of the community who know him and attest to his good character and ability. These he takes to his Board, which then notifies Selective Service headquarters that it has a volunteer officer candidate available. Headquarters, in turn, informs the Local Board of the next date that volunteer officer candidates are being sent to the Army Reception Center. The candidate must report on that date. On the designated day, the candidate is given his report of the Local Board physical examination and the VOC form. He takes these, with his letters, to the Keception Center.

Interview

At the Reception Center, the candidate receives his Army physical examination and, if he passes it, he is then given an intelligence test. After that, he comes before the Officers Candidate Examining Board, where he is interviewed to determine whether or not, in the final analysis, he seems likely to qualify for officer training after thirteen weeks of basic training.

He is not inducted at this point, He returns home, at his own ex-(Continued on Page Fifteen)

#### Your Draft Classification— What It Means

AVAILABLE FOR OR IN MILE TARY SERVICE

Class I-A: Available for military service. Class I-A-O: Available for non-

combatant military service; conscientious objector. Class I-B: Formerly available

for limited military service. Men in this class are now being reclassified, and no more men are being placed in I-B.

Class I-C: Member of land or naval forces of the United States. Class I-H: Deferred by reason

#### DEFERRED FOR OCCUPATIONAL REASON

Class II-A: Man necessary in his civilian activity. Men placed in this class are considered "necessary men" in the maintenance of national health, safety, or in-

Class II-B: Necessary in the war production program.

#### DEFERRED BY

REASON OF DEPENDENCY Class III-A: Deferred by reason

of dependency. Class III-B: Deferred both by

reason of dependency and activity in the war program.

#### DEFERRED FOR MISCELLANEOUS REASONS

Class IV-A: Man who has com-

pleted military service. Class IV-B: An official de-

ferred by law. Class IV-C: Neutral aliens not

acceptable to the armed forces, or relieved from liability to serve.

Class IV-D: Minister of religion or divinity student,

#### AVAILABILITY FOR WORK OF NATIONAL IMPORTANCE

UNDER CIVILIAN DIRECTION Class IV-E: Available for work

of national importance; considentious objector Class IV-E-H: Man formerly

classified in Class IV-E, since deferred by reason of age.

DEFERRED FOR UNFITNESS

Class IV-F: Morally unfit.

Class IV-F: Physically or mentally unfit.

#### now to Appeal **Draft Status**

registrant receives does not seem to him a fair or just one, he or his employer is given an opportunity to have his case reviewed by an impartial Board of Appeal, which makes its decision on the facts alone without ever seeing him personally.

Suppose our typical registrant, when he receives his Notice of Classification, is not satisfied with it. He has ten days from the date it was mailed in which to request a hearing before his Local Board, or to appeal his case. The sensible thing for him to do before he appeals, is to ask his Local Board for an opportunity to appear before it. This he should do in writing. His Local Board This he should will send him notification of the time which it has set for his hearing.

#### Before the Board

At the appointed time, he goes before the Local Board and discusses his classification in friendly, informal manner. may point out the class in which he thinks he should have been placed, and direct attention to any information that he wishes particularly to stress. He may also present further information if he believes it will assist the Local Board to arrive at what he considers his proper classification.

It will be to the advantage of the registrant if he presents his information as briefly and concisely as possible.

The Board members will consider the new information which they have received and will again go through the classification procedure, just as if the registrant had never been classified.

#### He May Appeal

If his elecsification remains unchanged, and he was not convinced at the hearing that it was a just and proper one, he still has ten days to appeal his case after the date of the mailing of his second notice of classification.

Let us suppose, for the clarification of appeal procedure, that he does decide to appeal. He goes about it by filing with the Local Board a written notice of appeal. This does not need to be in any particular form but must state the name of the registrant and, if anyone other than the registrant is appealing, the name and identity of that person. Those who may take an appeal on behalf of a registrant include a dependent, an employer who filed an affidavit for his occupational deferment, or a government appeal agent.

When the written notice of appeal is filed with the Local Board. a section of the registrant's Selective Service questionnaire which relates to appeals must be filled out. Our registrant may attach to his notice of appeal or have the Local Board attach to his Selective Service questionnaire a statement in which he can specify the manner in which he believes he has been wrongly classified and any other information he wishes. H's file is then transferred to this Headquarters and examined to see that it is in order. It then is turned over to the proper appeal board for a decision

#### How It Works

The members of the Board of Appeal classify the registrant following the same procedure that the Local Board followed when it originally classified him. They indicate their decision, and the file is returned to this Headquarters for examination. Then, unless an appeal to the President is to be taken, the registrant's file is transferred to the Local Board of origin. If the Appeal Board has upheld the classification of Local Board, the registrant receives a Notice of continuance of classification from the local board. If the appeal board classifies the registrant other than as the Local Board has classified him, then the Local Board mails him a notice of the new classifi-

While the decision of the Appeal Board is final as far as the registrant is concerned, except in rare cases where an appeal can be taken to the President.

If Leaving the Country

Having received his final notice of classification, let us say in 1-A. our registrant has no more obligations to his Lccal Board except to keep it informed, both as to his whereabouts and as to any change in his status which might his classification. Should he, however, have occasion to leave the country, he should go to his Local Board and get permission, so that there will be no question about his Local Board being able to reach him to send him a notice to report for induction when his order number

# What to Do If Drafted

#### This Article Will Answer Some Questions You've Been Asking

Local draft boards are reclassifying men now in 1-B. These men with minor physical defects are being put into 1-A and are being called for induction. Unmarried men who are helping to support parents, grandparents or other relatives also are being reclassifed. Within their discretion and the quota requirements, the boards are careful not to permit undue financial hardships to result. Men temporarily deferred for occupational reasons are finding it harder to get their deferments renewed. All this is the result of the Army's heavy call for men. Every month hundreds of thousands are being pulled into military life, many of them without complete information on how to wind up their civilian affairs or on the privileges that result from service with the armed forces.

#### What should a man do when he is classified as 1-A?

Notify his employer immediately. If he believes the draft board has made a mistake in failing to recognize dependents whom he is supporting or in failing to defer him because his employer claims he is necessary to his business, the man can appeal the classification.

#### When should the appeal be

Selective Service regulations required that appeals be made within 10 days after the man receives notification that he has been classified as 1-A.

Should a man begin to wind up his civilian affairs as soon as he is classified in 1-A?

No. The 1-A classification does not mean that a man will be drafted. In some areas, the Army is rejecting almost half the number of 1-A's pulled in by the draft boards.

Can men who are drafted get

time to wind up their civilian ac- money he owes, a court may sus-

Yes, men who are inducted will be given immediate 14-day furloughs if they request them, to permit them to arrange their af-

How can a man make sure that his job will be given back to him after the war?

The Selective Service law requires his company to re-employ him at a job comparable to the he held before he was inducted.

#### Should a man notify his landlord that he is being drafted?

Yes. If the rent on an apartment or house is \$80 a month or less, dependents of a drafted man cannot be evicted or their furniture reized for rent without permission of a court.

#### Can a man going into the Army cancel a lease?

Not under the present law. But both House and Senate have agreed on a measure which would relieve any drafted man from liability for rent due under a lease after he is inducted. It is expected to become law within the next few weeks

#### How about payments on a mortgage or a house?

Any drafted man who isn't going to be able to keep up pay-ments on a mortgage should see If the mortgage was a lawyer. made before Oct. 17, 1940-when the draft law first became effective-a court has authority to hold up any suit for foreclosure until three months after the drafted man has been discharged from the Army. However, the court can make any other disposition of the case which protects the interests of both the drafted man and the person holding the mortgage. Congress is expected to extend this protection to mortgages signed since Oct. 17. but before a man was drafted.

#### What should be done about payments on a note?

If a drafted man cannot keep up payments on a note, he can attempt to arrange a reduction in the size of the payments. If a drafted man is sued because of pend the suit if the court is convinced that the soldier is unable to meet the payments. But, even should the court require the drafted man to pay, it can order collection postponed and allow a drafted man ample time to pay the debt in installments.

Should furniture, cars or other goods being purchased on installments be returned?

If the drafted man cannot arrange to meet installments, this is the practical thing to do. If the were purchased after 17, 1940, the seller can take them back without a court order.

#### Must income taxes be paid when they normally fall due?

No, drafted men may postpone payment of past or future income taxes, both Federal and State, until six months after they are discharged from the Army. No interest is charged on unpaid taxes. Each draftee should file a return with an explanation that he is unable to pay.

#### How about real estate taxes and assessments?

If a man who is drafted files an affidavit with the tax collector stating his inability to pay, the property cannot be sold for taxes, except by specific court action. A judge may suspend such sale until six months after the man is discharged from the Army. Six percent interest is charged on unpaid real estate taxes.

#### What about insurance pelicies?

By filing an application with an insurance company and with the Veterans Administration a draftee can arrange his policies so that up to \$5,000 of insurance will not lapse for nonpayment of premiiums.

#### How can regular Army insurance be obtained?

A man must apply within 120 days after he is inducted to get up to \$10,000 of Government fiveyear term insurance. After one year this policy can be converted into ordinary life insurance, or 20-payment or 30-payment life in-

(Reprinted from the United States News, an independent weekly maga-zine on national affairs published in Vashington.)

# Essential on the Home Front

#### These Are the 138 Vital Jobs in the War Production Program

There's lots of talk going around these days about certain jobs being essential. Let's go to the only official body-the War Manpower Commission-for the final word on all this. Early this summer the Manpower Commission sent over to Selective Service Headquarters a list of 138 job titles. These jobs, it was explained, are the most necessary today in carrying out our war program. The titles were decided upon only after the United States Employment Service had dis-

cussed the matter with 11,000 of of the industrial establishments most active in war work. Each local board received the titles of these 138 jobs. Implied is the request that men showing any of skills be deferred. you, there's nothing guaranteed about it, but the shortages in these particular jobs are so acute and the needs so great that anyone with such skills can expect deferment because of war employ-

Here's the list of 138 jobs in which critical shortages exist. This does not mean that men in various other essential activities

won't be deferred. But the jobs listed below are the most vital.

#### A

Acetylene-burner operator: airplane inspector; airplane woodarmature winder, allaround; asbestos worker, general; assembler (firearms); assembler (ship and boatbuilding).

Babbitter, bearing; batten maker (ship and boatbuilding); boat-builder, steel; boatbuilder, wood; boilermaker; boilermaker helper, assembly and erection; boiler-shop mechanic; bolter-up (ship boatbuilding); boring-machine operator, automatic; boringmill operator: bucker-up (construction, ship and boatbuilding; burrer, hand.

Carpenter, ship; centerless-grinder operator; chassis assemtler, radio; chipper, metal; coil assembler, electric; coilwinder, production; coremaker, allaround; crane rigger (ship and boatbuilding); cylindrical-grinder operator.

Detail assembler; diemaker; diemaker, jewelry; diemaker, textile printing; drop-hammer operator, skilled; dynamometer tester, mo-

Electrical assembler; electrical tester, power equipment; electrical tester, radio; electrician, airplane; electrician, ship; enginelathe operator; external grinder operator, production.

Fabric worker, aircraft; filer, machine; final assembler, aircraft; fit-up man (boilermaking); flanging press operator; floor as-sembler (machine shop); fore-

man (machine shop); foreman

(nonferrous metal alloys and products); foreman (ship and boat building); forging press operator; form builder; fox lathe operator.

#### G

Gear-generator operator, allaround; gear-hobber operator, all around; gear-tooth grinder; gisholt lathe operator.

#### H

Hammersmith; heat treater; honing-machine operator; horizontal-boring-and-milling machine operator.

Inspector (machine shop); inspector (optical goods); inspector, chief, castings; instrument mak-er, electrical; instrument maker, mechanical; instrument optical; internal-grinder operator.

Jig - boring - machine operator: job setter (machine shop); joiner (ship and boatbuilding).

#### K Keller-machine operator.

L

Lapping-machine operator; layout man (boilermaking); lay-out man (foundry); lay-out man (ship and boatbuilding); lens grinder, lens polisher; loftsman.

Machinist, all-around; machinist, bench; machinist- marine; machinist, marine gas-engine; milling-machine operator; molder, floor mounter, eyeglass lens.

#### N

Nitrating-acid mixer.

#### 0

Ordnance man, oxyacetylenecutting-machine operator.

P Painter, boat, finish; painter,

boat, rough; parachute packer; patternmaker, metal; pipefitter, planer operator, metal; plate hanger (ship and boatbuilding); precision-lens grinder; profiling-machine operator, skilled; punchpress operator, automatic.

R Radial-drill-press operator;

radio equipment assembler, special; riveter, aircraft; riveter, hydraulic riveter, pneumatic, skilled; rivet heater; rotary surface-grinder operator; rotor-core assembler.

#### S

Screw-machine operator, semiautomatic; sectional-hydraulic-press operator; sheet-metal workhelper; ship fitter; ship rigger; skeleton assembler; skin man (aircraft); speed-lathe operator; steelplate calker; still operator; straightener, hand; straighteningpress operator; structural-steel lay-out man; surface-grinder operator, multi-skilled.

Tank tester (ships and boatbuilding); thread grinder (machine tool); thread-milling-machine operator; tool-grinder operator; tool hardener; tool inspector; toolmaker; tubing-machine operator; turret-lathe operator; turretlathe operator, automatic.

Vertical-turret-lathe operator. W

Welder, arc; welder, butt; welder, flash, wood, caulker.

Yardman (ship and shipbuild-



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Partial List of Contents:-

95,000 men will attend Officers' Candidate Schools this year and of these, approximately 75,000 will be commissioned. To enter one of these schools you must make a really good score on the General Classification Test. Will your mark be high enough to allow you to enter Officers' Candidate School? "PRACTICE FOR THE ARMY TESTS" is a book containing complete and simplified material along the lines of the questions given on the test. .. tells you how to answer them quickly and easily. Get a thorough preparation RIGHT AWAY if you're about to enter the Service.

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Grade 4 (Torts)

(Board of Transportation)
Salary: \$3,000 and over.
Vacancies: Occur from time to

#### U. S. Tests

(Continued from Page Seven)

#### Medical

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

MEDICAL GUARD-ATTENDANT,

MEDICAL TECHNICAL ASSIST-ANT, \$2,000 Mental Hygiene Div., Public Health Service Options (Technical Assistant): Clinical laboratory, Pharmacy, X-

Ray laboratory Announcement 114 of 1941 and amendments.

amendments.

MEDICAL OFFICER, \$3,200 to \$4,-600 (15 options)

Public Health Service; Food and Drug Administration; Veterans Administration; Civil Aeronautics Administration; Indian Service Announcement 130 of 1941 and amendment.

amendment.

MEDICAL OFFICER—
(Rotating Interneship), Junior, \$2,000
(Psychiatric Resident), Junior \$2,000
St. Elizabeths Hospital (Federal Institution for Treatment of Mental Disorders), Washington, D. C. Announcement 248 (1942).

MEDICAL TECHNICIAN Senior. amendment.

MEDICAL TECHNICIAN, Senior, \$2,000
Options: General, Roentgenology
MEDICAL TECHNICIAN, \$1,620
and \$1,800
Options: General, Roentgenology,
Surgary

LABORATORY HELPER, Junior, \$1,440 Announcement 248 (1942).

ORTHOPEDIC MECHANIC, \$2,000 Options: General, Bracemaker, Shoemaker and Leatherworker, Limbmaker Announcement 204 (1942) and

amendment. PHYSICIAN, The Panama Canal,

PHYSICIAN, The Panama Canal, \$4,000 Maximum age-50 years Announcement 211 (1942) and amendment. PHYSIOTHERAPY AIDE, \$1,620 and \$1,800 Options (Junior grade): General, Neuropsychiatric hospitals Announcement 24 Revised, 1941 amendment.

Announcement 24 Revised, 1941 amendment.
PHYSIOTHERAPY AIDE, student, \$420 (Less a deduction of \$369 a year for subsistence and quarters)
PHYSIOTHERAPY AIDE, apprentice, \$1,440
War Department
Announcement 117 of 1941 and amendments.

Announcement 17 of 1941 and amendments.
VETERINARIAN, \$2,000 and \$2,600
Bureau of Animal, Industry, Dept, of Agriculture; Public Health Service; War Dept.
Announcement 143 of 1941 and amendment.

#### Nursing

GRADUATE NURSE, The Panama Canal, entrance salary-\$168.75 a month Options: General staff duty, Psy-

Options: General staff duty, Psychiatry
Maximum age—35 years
Announcement 142 of 1941 and amendments.
GRADUATE NURSE, junior, \$1,620
Public Health Service; Veterans
Administration; Indian Service
Announcement 88 of 1941 and amendments.
NURSING E D U C A T I O N
CONSULTANT, \$2,600 to \$4,600
Public Health Service; Federal Security Agency
Announcement 250 (1942).

curity Agency
Announcement 250 (1942).
PUBLIC HEALTH NURSE, \$2,000
Indian Service, including Alaska;
Public Health Service
GRADUATE NURSE, General
Staff Duty, \$1,800
Indian Service, including Alaska
Announcement 242 (1942).
PUBLIC HEALTH NURSE, junior,
\$1,800 \$1,800 Public Health Service; Indian

Announcement 240 (1942).

PUBLIC HEALTH NURSING
CONSULTANT, \$2,600 to \$5,600
Public Health Service; Children's

Bureau,
Department of Labor
Announcement 225 (1942),
(Continued from Page Ten)

#### Miscellaneous

BINDERY OPERATIVE (Hand and Machine), 66 cents an hour Government Printing Office Announcement 230 (1942) and d amendment.

COAL MINE INSPECTOR, \$3,200 to \$4,600
Bureau of Mines, Department of the Interior Maximum age—55 years
Announcement 106 of 1941 and amendments.

ENGINEMAN, steam - electric, \$1,680 to \$2,040; Announcement 255 (1942).

DEPARTMEN'TAL GUARD, \$1.200 Announcement 194 (1942) and amendment.

DIETITIAN, Staff, \$1,800 Announcement 44 of 1941 and amendments.

FINGERPRINT CLASSIFIER, assistant, \$1,620
Bureau of Navigation, Navy Department
Announcement 226 (1942).

INSPECTOR. Defense Production Protective Service, \$2,600 to \$5,600 War Department Announcement 180 of 1941 and amendment.

INSPECTOR, Hats, \$2,000; Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000; Textiles, \$1,620 and \$2,000; Clothing, \$1,620 and \$2,000 and \$2,000; War Department

Announcement 142 of 1940 and amendments.

INVESTIGATOR, \$3,200 to \$4,600 Materiel Division, Air Corps, War Department (For field duty)

Announcement 171 of 1941 and amendment.

LITHOGRAPER (Artistic or Mechanical), \$1,440 to \$2,000 Announcement 205 (1942) and amendment.

TRAINING SPECIALIST, \$2,600 to \$5,600 options; General (Diversified techniques), General (Motion picture technique), Trade and Industrial Announcement 199 (1942) and amendment.

#### Radio

See also Announcement 175 un-der "Engineering."
COMMUNICATIONS OPERATOR, junior, \$1,620 (High-Speed Radio Equipment)
Signal Service at Large, War De-partment partment Announcement 20 of 1941 and

RADIO MECHANIC-TECHNICIAN, \$1,440 to \$2,600 Announcement 134 of 1941 and amendments. RADIO MONITORING OFFICER, \$2,600 and \$3,200 Federal Communications Commis-

Announcement 166 of 1941 and amendment, RADIO OPERATOR, \$1,620 and \$1,800 Announcement 203 (1942) and amendment.
RADIOSONDE TECHNICIAN, senior, \$2,000
Announcement 128 of 1940 and

#### amendment.

Scientific See also Announcement 163 under "Engineering." ASTRONOMER, junior, \$2,000 Naval Observatory, Washington, Naval Observatory, Washington, D. C. Announcement 179 of 1941 and emendment. CHEMIST (Explosives), \$2,600 to Announcement 162 of 1941 and

Announcement 162 of 1941 and amendment. CHEMIST, junior, \$2,000 (Open only to women)
Announcement 219 (1942) and amendment. CHEMIST, \$2,600 to \$5.600
Announcement 235 (1942).
GEOLOGIST, junior, \$2,000.
Announcement 249 (1942).
INSPECTOR, Powder and Explosives, \$1,620 to \$2,600
Ordnance Department, War Department
Announcement 104 of 1940 and amendments.

Announcement 104 of 1940 and amendments.

METALLURGIST, \$2,600 to \$5,600 \*
Announcement 238 (1942).

METALLURGIST, Junior, \$2,000
Announcement 254 (1942).

METEOROLOGIST, \$2,600 to \$5,600
Announcement 237 (1942).

METEOROLOGIST, junior, \$2,000
Announcement 127 of 1941 and amendments.

Announcement 127 of 1941 and amendments.
PHARMACOLOGIST, \$2,600 to \$4,600
TOXICOLOGIST, \$2,600 to \$4,600
Announcement 136 (1942) and amendment.
PHYSICIST, \$2,600 to \$5,600
Announcement 236 (1942).
PHYSICIST, junior, \$2,000
Announcement 253 (1942).
TECHNICAL AND SCIENTIFIC AID, \$1,440 to \$2,000 (Open only to women)
Options: (All grades), Radio, Explosives; (Grades below \$2,000) also Chemistry, Physics, Metallurgy, Fuels

Fuels
Announcement 133 of 1941 and amendments.
TECHNOLOGIST, \$2,000 to \$5,600, any specialized branch
Announcement 188 (1942) and amendment

#### amendment. Trades

Positions exist at ordnance, naval, and Air Corps establishments. The salaries shown below vary according to the place of employment.

INSTRUMENT MAKER, \$7.44 a day to \$1.24 an hour Announcement, 162 of 1940 and

amendment. LENS GRINDER, \$5.92 to \$8.00 A day
Announcement 158 of 1940 and
amendments.
LOFTSMAN, \$1.04 to \$1.12 an hour.
Announcement 159 of 1940 and
amendment.
MACHINIST, \$1,800 a year to \$1.06
and hour Announcement 161 Revised, 1941 and amendments.
SHIPFITTER, \$6.81 to \$8.93 a day.
Announcement 160 of 1940 and amendment.
TOOLMAKER, \$7.20 a day to \$1.08 Announcement 133 Revised, 1941 and amendments.

#### Typists, Stenos Still Needed

Applications are now being received by the United States Civil Service Commission for junior stenographer (male) at \$1,440 a year, and junior typist (male) at \$1,260 a year, for work in Federal agencies in New York State.

The Commission, at the same time, announced a change in the rate of speed at which dictation will be offered in the junior steno exam to 80 words a minute.

Those who have previously been rated ineligible in either of these exams may apply again for the test. Those who attain eligibility as a typist but not as a steno may compete in the exam again for the purpose of attaining eligibility as a steno.

Apply at the Federal Commis-sion offices at Christopher and Washington Streets, Manhattan.

NEW YORK CITY CIVIL SERVICE

# EMPLOYMENT OPPORTUNITIES

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

#### Open-Competitive Law Assistant

Grade 2 (Torts) Salary: \$1,800 up to but not in-cluding \$2,400 per annum. Vacancies: Occur from time to time in the Board of Transporta-

tion.

Requirements: 2 years' study successfully completed at a recognized law school; or 2 years of employment as a cierk in a law office; or a satisfactory equivalent or combination of the foregoing.

Fee: \$1.00.

#### Assistant Pharmacist

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

#### Exterminator

Salary: \$1,800 per annum, subject to budget.

Vacancies: 5 at present.

Requirements: 5 years' recent satisfactory experience in the occupation of extermination and fumigation of insects, vermin and rodents. Before appointments from the list resulting from this examination a candidate must have a current fumigant permit or any employee fumigant operator's permit issued by the Department of Health of the City of New York,

Fee: \$1.00.

#### **Head Dietitian** (Administrative)

Salary: \$1,440 up to but not including \$2,040 per annum with maintenance; \$1,800 up to but not including \$2,400 per annum without maintenance.

Vacancies: Occur from time to

time.

Requirements: A bachelor's degree with a major in foods and nutrition, or institutional management, plus one year as a student dietitian in an approved hospital, and three years' experience as a dietitian, one year of which must have been as an Administrative Dietitian, in an accredited hospital with a bed capacity of at least 200 persons; or a manifest equivalent.

Fee: \$1.00.

#### Head Dietitian (Teaching)

Salary: \$1,440 up to but not including \$2,040 per annum with maintenance; \$1,800 up to but not including \$2,400 per annum without maintenance.

Vacancies: Occur from time to time

time.

Requirements: A bachelor's degree with a major in foods and nutrition or institutional management from a college approved by the University of the State of New York, plus one year as a student dietitian in an approved hospital or must have had one year of experience as a teacher of dietetics or a manifest equivalent.

Fee: \$1.00.

#### Junior Physicist (Radiation)

Note: This title may be changed to Laboratory Technician (Radon). Salary: \$1,500 up to but not including \$2,100 per annum. Vacancies: 4.

Requirements: Graduation from a senior high school, plus one year or radon plant operation experience; or a satisfactory equivalent. Two years of experience in the construction, maintenance or operation of laboratory electrical equipment or equivalent technical education may be substituted for one year of radon plant operation.

Fee: \$1.00.

#### Laboratory Assistant

(Specialties - Bacteriology, Biology, Chemistry, Geology, Physics, Physiology, Histology, Clinical Technology, Serology).

Technology, Serology).

Salary: \$960 up to but not including \$1,800 per annum.

Vacancies: Occur from time to time.

Requirements: Bachelor's degree with major in science plus one year of experience in a laboratory of a recognized hospital or in a research laboratory performing the duties of a laboratory assistant; or a master's degree with a major in the specialty for which applicant is applying; or high school graduation with 4 years of experience in a laboratory of a recognized hospital or research laboratory performing the duties of a laboratory assistant; or a satisfactory equivalent.

Fee: \$.50 for each specialty.

#### X-Ray Technician

Salary: \$1,500 per annum. Vacancies: Occur from time to

Vacancies: Occur from time to time.

Requirements: High school grad-uation and two years' recent full-time experience as an X-Ray Tech-nician including dark-room work in a hospital or in the office of a recognized Roentgenologist, or a manifest equivalent. Graduation

from an accredited school of nursing may be substituted for one year of the above experience. Fee: \$1.00.

#### X-Ray Technician (Outside New York City)

Salary: \$1,500 up per annum. Vacancles: Occur from time to

time.

Requirements: High school graduation and two years' recent fulltime experience as an X-Ray Technician including dark-room work in
a hospital or in the office of a
recognized Roentgenologist, or a
manifest equivalent. Graduation
from an accredited school of nursing may be substituted for one year
of the above experience.

Fee: \$1.00.

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

(Board of Transportation)
Salary: \$2,400 to but not including
\$3,000 per annum.
Vacancies: Occur from time to

Date of Test: The written test will be held October 24, 1942. Requirements: Open to all perma-nent employees of the Board of Transportation who have served continuously for a period of not (Continued on Page Twelve)

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#### City Tests

(Continued from Page Eleven) less than one year in Grade 2 and for Grade 3 of the Legal Sirvice (except Junior Counsel, (Torts) Grade 3) on the date of the written test and who are otherwise eligible. Candidates must be members of the New York Bar at the time of certification for appointment.

Fee: \$3.00.

#### Law Assistant Grade 2 (Torts)

(Board of Transportation)
Salary: \$1,800 to but not including
\$2,400 per annum.

Vacancles: Occur from time to time.

Date of Test: The written test will be held October 10, 1942.

will be held October 10, 1942.

Requirements: Open to all permanent employees of the Board of Transportation who have served continuously in Grade 1 and/or Grade 2 of the Legal S rvice (except Law Assistant, Grade 2) for a period of not less than one year next preceding the date of the written test and who are otherwise eligible. Candidates must be members of the New York Bar at the time of certification for appointment. ment. Fee: \$1.00.

#### Junior Chemist

Note: Open to all City departments where the title of Junior Chemist appears in the budget.
Salary: \$1,500 up to but not including \$2,100 per annum.
Vacancies: Approximately four (Board of Higher Education, Department of Hospitals and Public Works).
Date of Text: The written text

Works).

Date of Test: The written test will be held October 17, 1942.

Requirements: Open to all permanent employees in the competitive class who have served continuously for a period of not less than six months next preceding the date of the written test in Grade 1 and /or Grade 2 of the Scientific Service (except Junior Chemist): Assistant Pharmacist, and Pharmacist,

Fee: \$1.00.

Change of Title

#### Butcher (Labor Class) (Health Dept.)

Salary: \$960 to \$1,500 subject to budget.

Vacancies: One.

Date of Test: October 24, 1942. Requirements: Open to all permanent employees of the Department of Hospitals in the labor class who have served for one year continuously immediately preceding the date of examination and who have at least 5 years' experience in meat handling or the equivalent.

Fee: \$.50.

#### Promotion Assistant Foreman (Track)

New York City Transit System (A!l Divisions)

(All Divisions)

This examination is open only to employees of the New York City Transit System. Separate divisional lists for the BMT (subway and elevated), BMT (surface), IND and IRT divisions will be established from this examination. The list established for each division will be used first to fill vacancies in that division. If the number of eligibles on a divisional list is insufficient to fill the vacancies in that division, the other three divisional

lists may be combined and certified as appropriate.

Salary: 70c to 90c per hour, at present.

Vacancies: 5 in the BMT Division and 5 in the IRT Division at present. Others occur from time to

and 5 in the IRT Division at present. Others occur from time to time.

Date of Test: The written examination will be held on November 21, 1942.

Elligibility Requirements: Open to all permanent employees now serving in the title of Trackman, who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test, and who are otherwise eligible. It is no longer necessary for candidates seeking credit for completed courses of study to file school study forms until formally requested to do so by the Civil Service Commission.

Duties

Duties

To assist foreman; be in charge of a gang of trackmen engaged in the maintenance or repair of tangent track, curved track, special track and roadway surface, subway and elevated service under operating conditions; keep records; make reports; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

as the Board of Transportation is authorized by law to prescribe in its regulations.

Subjects and Weights: Record and Seniority, weight 50, 70 percent required; Written, weight 25, 70 percent required; Practical-Oral, weight 25, 70 percent required; Practical-Oral weight 25, 70 percent required. The Practical-Oral test will include the following factors: experience, technical competence, and judgment.

Notice to Applicants: Eligibles are required by the Board of Transportation to pass its medical and physical examination immediately prior to appointment.

Fee: \$1.00.

Applications: Issued and received from 9 a.m. September 14 to 4 p.m. September 29, 1942. Applications malled and postmarked up to and including 12 midnight on the last day for receipt of applications will be accepted by the Commission. Before filing read the "General Instructions and Conditions" which is to be considered a part of this advertisement.

#### Open-Competitive Office Appliance Operator

(Addressograph) Gr. 2

Salary: \$1,200 up to but not including \$1,800 per annum. The eligible list may be used for appropriate positions in a lower grade.

Vacancies: Occur from time to

Duties

To operate the addressograph in the preparation of payrolls, checks, letters, etc., operate the keyboard graphotype machine in embossing stencils for use in the addressograph; and perform other related work as required.

Requirements

Candidates must have had at

Requirements

Candidates must have had at least one year of recent experience in the operation of the keyboard graphotype and/or motor driven addressograph machines. (The practical test will be held on addressograph, Model 2700 and graphotype machine, Model 6300).

Subjects and Weights: Practical, weight, 100. A qualifying written test may be given.

Fee: \$1.00.

Applications: Issued and received.

Fee: \$1.00.
Applications: Issued and received from 9 a.m. September 14 to 4 p.m.
September 29, 1942. Applications mailed and postmarked up to and including 12 midnight on the last day for the receipt of applications will be accepted by the Commission.

# POLICE CALLS

#### Honor Legion Ball

First fall meeting of the Honor Legion takes place Tuesday, Sep-tember 22, in the Florentine G:ill of the Park Central Hotel. Final plans will be made for the annual entertainment and ball scheduled for the Hotel Astor, Friday evening, October 30. The Honor Legion members will have to go some in order to beat their record of last year when they grossed \$1,200 more than any of the takes on the previous 28 affairs. Tickets for the ball are priced at two dollars.

#### Sergeant's List

Just for the record we'd like to repeat the statement made in this column September 1 . . . "The Sergeant's list will not be out this month!" The authoritative reaffirmation of this sentence from President Harry W, Marsh of the Civil Service Commission boxed on page three of last week's LEADER seems to have squelched the rumors temporarily. . . . We'll let you know in next week's issue about the prospects of the list's appearing in October. . . . Meanwhile some of the lieutenants who sat in for that two-day, three-session captain's test a few months ago are wondering if it isn't time for the rating of their test were completed. The answer is "No, it isn't." . . . Essay type exams, such as the captain's test, take a long time to rate. . . .

#### 1,171 Vacancies

Total number of vacancies in the various ranks, including po-licewomen, this week amount to 1,171. The quota follows:

	In Service
1	1
4	4
	-
- 12	12
1	1
29	29
27	27
117	102
1.072	947
16,706	15,662
184	161
1	1
1	1
1	1
23	23
1	1
18.865	17,635
	117 1,072 16,706 184

#### Dine Lieut. Sheehan

The New York City Transit Police honored Lieutenant Cornelius Sheehan with a testimonial dinner at the Hotel Woodstock, Tuesday, September 15. Sheehan, who retired, had been assigned to the subway police for the past tive years. Inspector John J. Spain, in charge of the transit police, presented Lieutenant Sheehan with a gold shield on behalf of the transit cops

Entertainment and music was supplied by transit police talent. The committee in charge of the dinner was headed by Sergeants David Rider and John Toby of the transit police.

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ACADEMIC & COMMERCIAL—COLLEGE PREPARATORY

Boro Hall Academy - DeKalb and Flatbush Ext., Brooklyn - Regents

accredited - MAin 4-8558.

Eron School - 853 B'way (Cor. 14)-Day, Eve., Regents Accredited-Algon-

ACCOUNTING MACHINES

Locounting Machines Institute-221 W. 57th St.-Day and Evening Classes.

IBM Accounting, Machines, Tabulators, Sorters and Key Punches 
Circle 5-6425. AERO COMMUNICATIONS to 10 P. M. Radio School-45 W. 45th St.-BRyant 9-8876. Open

N. Y. Tech-108 5th Ave.-Welding, drafting, refrigeration, heating, radio.

AIRCRAFT WELDING

Citizens Prep Center-9 W. 61st St.-State Licensed-Day & Evening Short

Course-Easy terms.-Circle 6-4970.

AUTO DRIVING INSTRUCTION

Bill's Auto Driving School-171 Worth St. (opp. State Bidg.)-WOrth 2-6990

Petker Auto Driving School, 1407 Mermaid Ave., Brooklyn (Coney Island).

ESplanade 2-3287.

AVIATION PRODUCTION MECHANIC

Delehanty Institute-11 E. 16th St.-Day and Eve. Classes-State Licensed.

STuyvesant 4-6900.

BANK EXAMINER

N. Y. School of Banking-World Bldg., 63 Park Row - Intensive review course. Wed.-Fri. 7-9 P.M. Also home study material. Rictor 2-4371.

BENCH ASSEMBLY-AVIATION

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BUSINESS MACHINES

BUSINESS MACHINES

clehanty Institute-11 E. 16th St.-Day and Evening Classes—Card Purch, Comptometry—STuyvesant 9-6900.

clehanty Institute-11 E. 16th St.-Day and Evening Classes—Card Purch, Comptometry—STuyvesant 9-6900.

clehanty Institute-11 E. 16th St.-Day and Evening—ST. 3-7660.

CARD PUNCH OPERATOR

Delehanty Institute—11 E. 16th St.—Day and Eve. Classes—STuyvesant 9-6900

Accounting Machine Institute—221 W. 57th St.—Day and Evening Classes.

IBM Accounting Machines, Tabulators, Sorters, and Key Punches—Circle 5-6425.

Jelehanty Institute-115 E. 15th St.-City, State and Federal Examinations.
Day and Evening Classes-STuyvesant 9-6900.

DRAFTING

Delehanty Institute—11 E. 16th St.—Complete 500-hr. Course — Day or Eve. STuyvesant 9-6900.

New York Dratting Institute — 276 W. 43d St. — Day and Evening Classes.

Wisconsin 7-0366.

Manhattan Technical Institute — 1823 Broadway (59th) — Day and Evening Classes—Circle 5-7857.

Wondell Institute—230 W. 41st St.—Day & Evening Classes—Wisconsin 7-2086.

FINGERPRINTING

Delehanty Institute—11 E. 16th St. Course—Day or Eve.—Class now forming New York School of Fingerprints—22-26 E. 8th St.—Introductory course for fingerprint expert. GRamerey 7-1268.

The Faurot Finger Print School — 240 Madison Ave.—Evening Classes—AShland 4-5346.

Poza Institute, 1133 Broadwa -- English and Spanish Commercial Courses.

CHelsea 2-5470.

LATHE OPERATION & MACHINIST
Citizens Prep Center-9 W. 61st St. State Licensed-Day & Evening Short
course-Easy terms-Circle 6-4970.

MACHINE SHOP

Delehanty Institute—11 E. 16th St.—Day & Evening Classes — 200-300 hr.
Courses—STuyvesant 9-6900.

Lurz Machine School — 1043 6tl. Ave. mear 39th St.) — Day and Evening Classes—PE, 6-0913.

Practical Machinist School—109 Broad St.—Machinist school only BO, 9-6498.
MECHANICAL DRAFTING—STRUCTURAL DESIGN
N. Y. Structural Institute—Evening Classes for Men and Women, R. A.
Exam. Review. VA. 6-2364.

MECHANICAL DENTISTRY

New York School of Mechanical Dentistry — 125 W. 31st St. — Day and Evening Classes—Employment Service—Free Booklet C—CHickering 4-3394

MEDICAL - DENTAL

Manhattan Assistants School - 60 East 42d St. - 3 Month Special Course - Laboratory Technique & X-Ray-Day and Evening. Cat. L-MU. 2-6231.

RADIO—TELEVISION

Radio Television Institute — 480 Lexington Ave. — Laboratory Training —
Day and Evening Classes—PLaza 3-4585—Dept. L.

Day and Evening Classes—PLaza 3-4885—Dept. L.

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Delehanty Institute—Day and Evening Classes. Branches in Manhattan,
Jamaica, Newark—Main office. 120 W. 42d St.—STuyvesant 9-6900.

Combination Business School—Civil Service Preparation—139 W. 125th St.

—UNiversity 4-3170.

Lamb's Business Training School—370 Ninth St., at 6th Ave., Brooklyn—
Day and Evening Classes—Individual Instruction—SOuth 8-4236.

Merchants and Bankers Business School—55th Year—Day and Evening—
220 Fast 42d St.—MU. 2-0986.

Washington Business Institute, 2105 7th Ave. at 125th St.—Day and Evening.
Classes, Individual Instruction. MO. 2-6086.

TABULATING MACHINE OPERATION

\*\*Counting Machines Institute-221 W. 57th St.-Day and Evening Classes.

IBM Accounting Machines, Tabulators, Sorters and Key Punches 
Circle 5-6425. X-RAY AND LABORATORY TECHNICIANS Harvey School-384 E. 149th St.-Day and Evening Classes - MO. 9-6655.

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Welding for War.

#### Welding for War

As the war production program gets into full swing, and shipyards and foundries attempt to meet the President's 100 percent increased quota, the demand for welders and other factory workers continues to increase. Walter S. Prosser, director of the Hercules Welding School reports:

increase. Walter S. Prosser, director of the Hercules Welding School reports:

"We can't begin to meet the demand for experienced welders, and at the present time our facilities are being taxed, so that we have been forced to double our facilities and personnel. We are trying to do our part in the war training program,"

#### Fish and Canaries

Fish and Canaries

One of the most unique stores in downtown New York is the Nassau Pet Shop at 129 Nassau Street. This institution specializes in rare and beautiful tropical fish and canaries. This storeroom looks like a minature aquarium. In many large tanks are displayed various rare species of gold fish, silver fish and jet black fish and then there are multi-colored varieties with graceful, waving fins. A. Goldman, who conducts this interesting business states that, since the closing of the old Aquarium at Battery Place, many sightseers and students in groups come to the Nassau Pet Shop as they would visit a publicized exhibition. This condition has stimulated a new interest in the acquisition of some new specimen of tropical fish

#### War Game

The war has gone right into the game field, too. The Cavalcade of Games Publishing Co., 1454 East 5th. Street, Brooklyn, has published a new aircraft game which allows the participants to command land, sea and air forces.

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The Bedford Welding School at 788 Southern Boulevard, the Bronx, is one of the few schools in New York which teach this course. Due to increasing war production they have been forced to expand their quarters to four times the ariginal size.

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A recent survey trip to shipyards by Mr. William P. Wicks of the Wicks Welding School, 24-15 Bridge Plaza North, Long Island City, has convinced him that the demand for women welders is greater than ever. On the basis of this enthusiastic demand, his school will resume the training of women, Mr. Wicks announced. During the last war, the school trained hundreds of successful women welders.

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WHAT'S THE GOOD WORD?—Ry

WHAT'S THE GOOD WORD?—By Maxwell Nurnberg. (Simon & Schuster, \$2.)
The author enthusiastically describes some of the speech troubles he has found, and how to correct them. Written with a tongue-incheek approach, it is interesting reading for itself, and points the way like a right good teacher. Practical throughout, it has such helpful hints as words to study for a spelling bee, when to use -able or ible, hinges on spelling by ear, how to use words, etc. Typical hint: "These words should not be handled carefully. They are strictly for the ashcan, wastebasket or whatever is handy. They have no reason for being. Everyone guilty of using any of them, look the words squarely in the eye and swear you will never say it again—anyways, anywheres, somewheres, everywheres."

wheres, somewheres, everywheres."

FOOD MANUFACTURING — By S. Biumenthal. (Chemical Publishing Co., Inc., \$7.50)

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Practical Marine Diesel Engineering— By L. R. Ford, Licensed Chief En-gineer, Motorships and Steamships. Used as a text in U. S. Maritime Commission schools. Includes ques-tions and answers for license exam-inations for third, second and first assistant and for chief engineer of motorships. 1941. 3rd edition, 590 pages, 307 illustrations, 6x9, cloth, \$5.

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#### Final Roundup Of Clerk **Promotions**

The final roundup of clerical promotions was made this week by the Budget Director's Office. These are in Health and Welfare.

#### DEPARTMENT OF HEALTH Clerk, Grade 2

Benjamin Dombrofsky, David Schubert, Hyman Shapiro, Sol Fuchs, George Mezier, William Pinsky, Herman Shkoler, Benjamin Golden, Edward Atkinson, Abraham Geringer, Hyman Gar-ber, Luis Frey, Milton Blumen-thal, Seymour Habel, Amerigo Matarazzo.

#### Clerk, Grade 3

Leo Sinkia, Rosalie Hart, Sadie Levine.

#### DEPARTMENT OF WELFARE Clerk, Grade 2

Helen Dereven, Kuth Gardner Sylvia Fox, Alice Taylor, Doris Van Lierop, Pauline Schildkraut, Edward Brady, Rose Slatkin, Celia Sonnenberg, Emil Martire, Ethelyn Dowling, Sylvia Aslauer, Rose Orens Aaronson, Flora Friedman, David Yoswein, Vincent Byrnes, Lillie Y. Erstein, Eleanor Piller, Rose Israelson, Miriam Kaufman, Ruth Gerlach, Tess Schiffrin, Elizabeth Rosenz-weig, Ruth Wurf, Minna Kalinis, Rebecca Winkelstein, Yvette Leibinger, Nathalie Usdin, William Griggs, Emily Kuvinsky, Bessie Kosofky, Angela Colavito, Helen Lawrence, Edward Costello, Rosabelle Teitler, Sylvan Seidman, Irving Geller, William Behrman, Julius Berman, Ursula Murphy.

#### Don't Freeze Govt. Pay, Asks AFL

President Roosevelt's inflation control plans should not stymie adjustments in government pay as long as Federal pay scales con-form to the general stabilization plan, according to sentiment pre-vailing this week in the American Federation of Government Employees, AFL.

Indeed, it was pointed out, the original overtime pay bill. H. R. 7144, was molded to help effect just such an adjustment by making government practice conform with that in private industry. The principle of H. R. 7144, it is presumed, is just about that of the Wage and Hour Act.
There has existed for some time

now sentiment to bring Government wages in line with that of private industry in order to spur the war effort, if for no other rea-

How far these adjustments may go is another story. But the President and his aides have indicated there will be some adjustments, to say the least, in the form of overtime pay and upward revision of "sub-standard" pay scales . . . all of which, believes the AFGE, could be made to fit into the stabilization program.

#### Aircraft Mechanic Jobs Pay \$2,200

The government last week issued a call for aircraft mechanics, and will pay \$2,200 per year, plus overtime, to the right people. The jobs are at the Middletown Air Depot, Olmstead Field, Middletown, Pa. You must be at least 18 years old to apply, but there is no maximum age limit. You must have had at least four years of training and/or experience in the maintenance and repair of aircraft. If you don't have such experience, however, the govern-ment will allow you to make certain substitutions. The following types of experience will be acceptable:

One year of experience in the assembly of intricate and multipart machines on the assembly line in a large production shop;

One year of experience in bench, machine, and hand-tool machinist

hundred and twenty Seven hours of training or experience on aircraft mechanical work at a school approved by the CAA; Completion of six months of

training in aircraft mechanical work at an Army Air Force technical school. You can get an application form

in New York City at the Federal Civil Service Commission, 641 Washington Street. Ask for anwashington Street. Ask for announcement 3-146 (unassembled).

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Civil Service LEADER

#### POSTAL NEWS

By DONALD MacDOUGAL

#### Postal Labor Board

Modernize the Post Office Department by setting up a Postal War Labor Board to ease relations between employees and the department heads.

That's the big need in the Post Office Department today and "the need of the hour," according to Harry Mitchell, president of the Brooklyn Federation of Post

Office Clerks, AFL.

"No doubt," points out Mr.
Mitchell, "the war situation has created a number of serious difficulties in administering a service as large as the Post Office De-partment. The employees feel, however, that without frequent consultation with heads of labor organizations, personnel changes are upsetting and criticism fol-

In this fashion, adds Mr. Mitchell, the "order freezing appointments to regular positions has been a shock to hundreds of thousands of postal workers because no logical reason for it was known. No official publication was made of the change in policy until national craft officers and local presidents probed and questioned.

"Yet the department seemed to have made a deep study of the subject and probably was con-vinced it was adopting a wise policy. A Labor Board taking action preceding the change might have had the effect of modifying the order to permit appointments to regular positions while placing a moratorium on appointments from the eligible list or at least of acquainting the men with reasons for the change before ru-mors and fears ran riot," claims Mr. Mitchell.

is the contention of Mr Mitchell that a board of this kind might have pointed out to the department that it would not be overmaning the service by ap-pointments of subs as regulars since "there was no increase in the number of employees by such appointments."

There has been a great deal of speculation over whether or not the list will be unfrozen at all during the war. Or, if it will, under what conditions. Doubtless

A promotion examination to

bookkeeper, grade 1, was ordered

by the Civil Service Commission

at its meeting Wednesday, Sep-

tember 22. The examination will

be held for employees in all de-

partments in which there are less

than three names on the current

bookkeeper, grade 1, promotion

list. Although the requirements

have not been set by the Civil

Service Commission, the test is

expected to be open to employees

in grades 1 and 2 of the clerical

The entrance salary for book-

keeper, grade 1, is \$1,200 a year.

service.

formulations of policy have been in the making in the department on these points.

Whether or not curtailments of services because of the war will be considered further, whether temporary employees will be hired in larger numbers, whether employees will be transferred to other cities or industries are merely some of the numerous problems which might well be subjects for discussion between representatives of personnel and department officials and with the continuity and efficiency which a board setup can effect. At least this is Mr. Mitchell's idea. The proposition of a Postal Labor Board, in fact, ties in with

the modern methods of dealing with wages and labor problems in private industry, he holds.
"Better understanding and mu-

tual respect," points out Mr. Mitchell, "will bring a happier group of postal workers to the front and, with that development, will come some of the unity this country needs in order to win the

#### Officers and "Zex"

Installation of officers of Jamaica Local, 1022, National Federation of Post Office Clerks, will be held Sept. 26 in the Commun. ity Gardens, 215-32 Jamaica Avenue, Queens Village. Those to be inducted are Milton Himmelstein, president; James J. Flynn, first vice-president; Thomas Manning, second vice-president; Arthur J. Everett, recording secretary; Anthony Girardi, corresponding sec-retary; Louis Chesler, treasurer, and Al Bowie, Thomas Malone and Alfred Searing, trustees.

John M. Torka, assistant secre-tary-treasurer of the national organization, will do the installing. Gilbert W. Rosenquest, postmaster of the Jamaica branch, is to be among those present.

An added attraction, according to Mr. Girardi, chairman of the arrangements committee, will be a comedy skit satirizing post office life, emphasizing the part the department plays in the war effort. It's to be presented by members of the Jamaica branch and is entitled "Zex Takes a Holiday." Proceeds are to be used to purchase cigarettes for post office boys in the armed forces.

Service Commission, they will be

published in The LEADER.
In addition to the bookkeeper

ing last week also ordered a test for the position of dental labora-

tory technician in Orange County.

One job in this title at \$1,320 a

year is now held by a provisional.

The job is in the New York City

Reformatory at New Hampton,

the Commission at its meet

# Brusem Elle Parade By Joseph Burstin



HORACE HEIDT and his Musical Knights head the "In Person" show at the N. Y. Strand Theatre, with the screen feature, "Desperate Journey," starring Errol Flynn and Ronald Reagan, Friday, Sept. 25



Joan Bennett, Otto Ludwig Preminger and Milton Berle have been signed for top roles in the screen version of the Clare Booth play. "Margin for Error." Preminger, who will assume again the role of Nazi Consul which he had in the Broadway play, will also direct. . . . Twentieth Century-Fox has chosen Virginia Gilmore for the feminine lead op-posite John Sheppard in "Seventh Column." The same studio has also added Frank Orth to the cast of "Coney Island," which also includes Cesar Romero, Paul Hurst and Phil Silvers. . . John Sutton has been signed by Producer Bryan Foy to play opposite Annabella in "Project 47," a commando story, which Twentieth Century-Fox is readying for production. . . . Anna Neagle, soon to be seen as star of "Wings and the Woman," an RKO Kadio picture dramatizing the flying career of Amy Johnson, has been sworn in as a member of the communications corps of the Los Angeles Defense Council. She will devote six hours weekly to this volunteer

#### FILM OF THE WEEK

"The Major and the Minor," at the New York PARAMOUNT THEATRE, is a masterful comedy with the new team of Ginger Rogers and Ray Milland. Maybe the story isn't so hot; and maybe the picture is swell because of Ginger Rogers. But this team will have you rolling in the aisles from beginning to end.

Ginger, as Sue Applegate, who masquerades as a 12-year-old girl in order to travel by train at the children's rate, plays in the best characterization of her long ca-

While riding back home Sue falls in love with the Major (Kay Milland) in whose compartment she seeks refuge. If you don't think that even 12-year-olds have their hands full with the opposite sex, take particular notice when Sue is given some information about the German Panzer divisions, by a 12-year-old boy.

Wilder and Brackett deserves much credit for having written a script with so many clever and well-spotted lines. Miss Rogers and Mr. Milland have played the parts with exceptionally suited taste and feeling. Robert Benchley, Rita Johnson and the school cadet corps play their roles very well. We highly recommend this picture. It's more than an evening's entertainment. After you leave the theatre you'll be laughing to yourself about the many little amusing spots.

The Andrew Sisters, Tony Pasters and hand received their usual

tor and band received their usual well-deserved big hand.



ANN RUTHERFORD who stars with George Montgomery, Glenn Miller and Lynn Bari in the 20th Century-Fox Production, "Orchestra Wives," next attraction at the Roxy



ROLAND YOUNG one of the players in "Tales of Manhattan" the next teature to play in the Radio City Music Hall, following the current run of "Talk of the Town."

#### Beginner's Course In Bacteriology

A course in elementary bacteriology for technicians is opening at Textile Evening High School, The course is intended for beginners. No fees are charged. The class is limited to 30 students. Applications are being accepted evenings between 6 and 10 p. m. at Room 129 of the High School.

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Movies

Movies

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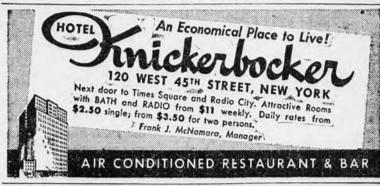
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Dr. Philip Foner. In addition, the regular summer activities swimming, tennis, bicycling, etc. REASONABLE RATES.

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#### The last examination was held June 21, 1941. As the promotion lists in many departments have been completely used or are nearing exhaustion, the Commission decided to order a new test. Departments in which new bookkeeper, grade 1, promotion lists will be set up include the Board of Transportation, the Board of Assessors, the New York City Housing Authority, the Board of Water Supply, the Civil Service

ees, the last bookkeeper, grade 1, test was open to employees in the attendance service, to stock assistants in the stores service, to junior statisticians and junior actuaries in the statistical and actuarial services, and to railroad clerks in the Board of Transportation. It is expected that em-ployees in these services will also be admitted to the forthcoming bookkeeper examination. As soon as the requirements are an-nounced officially by the Civil

Commission and the Triborough

Bridge Authority.
In addition to clerical employ-

Volunteer Officer

**Promotion Exam Ordered** 

For City Bookkeepers

Training

(Continued from Page Nine) The Examining Board sends its findings and recommen-

dations to a higher board of review (at Governor's Island for the New York area). Here it is finally determined whether or not he is acceptable for officers candidate training. If not, he is so informed by telegram. If he is, his local board is informed, and sends him a notice to report for

induction. The man who completes his officers training successfully is given a commission as Second

#### Gladstone Weds

Milton Gladstone, publisher of the Arco series of civil service study books, was married on Thursday, September 17, to Miss Selma Lowetz. The ceremony was conducted by Rabbi Stephen S. Wise at the Hotel Astor.

Follow The LEADER regularly for independent Civil Service news coverage-New York City, New York State, Washington.

#### The Right Man For the Right Job

(Continued from Page Nine)
county; now he is one of the best
MP's the Provost Marshal of a big camp in the Rocky Mountains can muster.

In the War Department build-ings at Washington psychologists and technical experts are con-stantly devising new tests designed to discern aptitudes and talents in soldiers. Occupations and jobs also have been broken down into sub-sections. A strap-ping 22-year-old says he has worked on a farm all his life, Well, what did he do on the farm? If he drove a milk truck to market each morning, he will be assigned to the Army's expanding motorized units. But if he tended and shoed a dozen horses, he will be sent to one of the Remount Depots where replacements for our Cavalry steeds are cared for and trained.

My advice to the man entering the Army is to probe all the recesses of his mind for experiences which may prove useful in his classification; do not rule out anything. An insurance salesman recalled that in college, a decade earlier, he had been a skiier. He was sent to the mountain troops near Mount Rainier, Washington, where he has excelled in both leadership and woodcraft. An-other insurance salesman found his niche when he proudly told the interviewer about his hunting setters; he is having the time of his life now training the Army's war dogs.

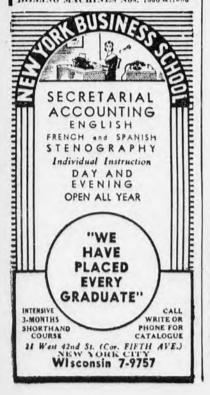
No Army ever had as many skills or so much knowledge available as the American Army which is fighting this war. The average soldier of today brings with him three years more of schooling than the average soldier of the first World War. During the last war the average recruit had finished only the sixth grade of ele-mentary school; now the typical soldier has had at least a year in high school. More than 40 per-cent of the white selectees have received high school diplomas and a fourth of these have attended college; in the last war only nine percent of the soldiers had com-pleted their high school courses.

These comparatively high educational attainments impose a responsibility on the Army, a responsibility to use to the utmost the knowledge and skills which this education has developed. Never were men entering military service checked and classified more carefully. To permit a talent or ability to go unnoticed is a grave offense against both the soldier and the Army. With this thought in mind, the personnel men of the War Department are doing their work. The soldier registering for duty may be sure that any capability or skill which he can demonstrate will be put to Immediately and effective use. The slogan of the classifiers is: "The Right Man for the Right

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Positions



# War Dept. Prefers Women to Men

WASHINGTON, D. C. - It is the policy of the War Department to use women employees in all capacities for which they are qualified or may become so by training, the War Department announced today. As far as practicable, women will be employed in preference to men of war service age or capabilities. However, this policy will not limit the em-ployment of qualified men who are ineligible for military service by reason of age or physical dis-

Already, about 300,000 women are employed in War Department activities, and as many more can be absorbed. They work in arsenals and depots, producing and assembling guns, planes, tanks and ammunition. They are running 15-ton cranes, operating complex milling and boring machines, driving trucks, riveting airplane wings and filling hundreds of other jobs, as well as doing cleri-cal and supervisory work. Generally, women workers must

meet the usual civil service requirements as to age, physical condition, mechanical aptitude and intelligence quotient. Age limits for most jobs are 18 to 50

years, although there is a maximum of 45 years on a few occupations, requiring unusual activ-

In regard to physical qualifica-ions, department officials explained that varying standards must be met, the requirements differing according to State and Federal laws governing employment of women.

There is no bar to married women, beyond the legal require-ments which must be met by all.

#### Get Training

Women without previous mechanical experience receive a training period of from nine to twelve weeks, depending upon the occupation, at the place of em-ployment. They are paid during this period, and, in general, may expect a higher civil service rating and increase in pay at the end of their first year of employment.

A study of women in war production jobs has definitely established that they possess required aptitudes and traits which make them successful in occupations heretofore regarded as men's work. They have proved adept in operations requiring finger dexterity and attention to

detail, aptitudes essential in most of the skilled and semi-skilled occupations in War Department

production.

It has been learned, for instance, that women can fill numerous jobs in Ordnance plants turning out machine guns, rifles, pistols and ammunition; in Chem-ical Warfare plants working on gas masks and other assembly jobs; in Signal Corps plants on radio and other communication equipment; in the Transportation Services, General Depots and Air Service Commands.

#### Quartermaster Corps

One of the largest employers of women is the Quartermaster Corps, where they work on almost everything from hand-embroidered battle flags to 10-ton motor trucks, including inspection of food, clothing and other ar-ticles of military equipment. The Quartermaster Corps operates the largest single clothing manufacturing establishment in the United States, yet must farm out to private firms 95 percent of its uniform contracts. Inspectors are needed to check on production of these contractors.

The field of inspection work will

#### U. S. Legal Exam September 26

The Federal examination for attorney and law clerk trainee will be held on Saturday, September 26. Two high schools have been designated: DeWitt Clinton H. S., at Mosholu Parkway and Sedgwick Avenue, Bronx, where 3,400 candidates will participate, and the Theodore Roosevelt H. S., Washington Avenue and Fordham Road, Bronx, where 3,300 will pare Road, Bronx, where 3,300 will par-ticipate. The tests begin at 8.30

require thousands of women as minor, or junior inspectors in the near future, officials said. Can-didates for these posts must meet a higher educational standard than in the mechanic learner class in which most women begin. In some cases, inspectors must have college training in physics and

chemistry. Applications for positions in War Department activities must be made at the place of employ-ment. Virtually all of the major activities have civil service boards empowered to grant civil service ratngs and place the successful applicant in training for her share of the war effort immediately.

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schools and training courses are open to you,

just what your duties would be, base pay rates

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jobs that fit you for the Service, and other

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