

NEW YORK
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Civil Service
LEADER

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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

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What Your Army Job Will Be

By Major General James A. Ulio

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

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WAR DEPT. WANTS WOMEN FOR ITS CIVILIAN JOBS

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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 family 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 re-employment 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 know 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 believe that this is just the beginning, that within a very short time your Uncle Sam will be to everyone, both in private industry and the Federal service, where he must work and when. The Government service is being used as the proving ground for something far more drastic and sweeping.

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 be hired—700,000 within another year—and the Government is finding it very difficult to locate these people. One of the first things that will be done under the order will be to exert pressure on people not to resign from the Government service. Resignations, for one reason or the other, are running around 100,000 a month. In a relatively short time, the LEADER believes, the Government won't accept resignations unless some very excellent reason is given, such as more important war work elsewhere.

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

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

A. Technically, yes; but practically speaking, no. The Commission must clear all transfers but there's no law which will forbid anyone from requesting a transfer.

Q. When will the new system become effective?

A. September 27.

Q. How long will it last?

A. Until it's amended. One thing is sure, it won't be modified until after the war. Before the war ends the system will get plenty more drastic.

MAKE THIS YOUR PROGRAM of PROTECTION

- 1.—Buy U. S. War Bonds and Stamps, out of earnings.
- 2.—Save for taxes and other emergency expenses.
- 3.—Build up a reserve savings account for the future.
- 4.—Buy low-cost Savings Bank Life Insurance for the protection of your family.

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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 writentest 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 supervisors render informal ratings after personal conferences have been held with employees every three months and that a final 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 overtime bill for Federal workers is taken to Congress now on top of

the anti-inflation measure, an angry Congress would kick it all 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 to pass a bill changing the system.

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

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

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CIVIL SERVICE IN NEW YORK CITY

One Councilman Shocks Another

Councilman Louis P. Goldberg told *THE LEADER* this week he was amazed to find Councilwoman Gertrude Weil Klein, ALP member of the Council, taking a negative attitude in connection with his proposal to provide a \$1,200 minimum for City employees—a stand Mrs. Klein continued to defend at the same time.

"That Mrs. Klein should doubt very seriously that raises can or must be granted at this time to enable many grossly underpaid municipal employees to meet the rising cost of living is shocking," Mr. Goldberg said. "Her attitude is entirely untenable with the preachings of her party."

To which he added: "Especially in view of the fact that Mrs. Klein is ALP while I and Councilmen Anthony J. DiGiovanna and William A. Carroll are Democrats and are wholeheartedly in favor of doing something immediately for those who are earning 'starvation wages.'"

Further: "Apparently Mrs. Klein has been misled," said Mr. Goldberg. "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 framework 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 Ninno 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 729 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 Commissioner 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 1-A draft classifications. Walsh 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 service 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 with it."

Reports on the fire appointments 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. Elliot 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 1-A. 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 Edgar J. Nathan's office this week said Councilman Stanley Isaacs' proposal that the City pay regular pension deductions for municipal workers in the armed services is in the investigation stage.

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

The *LEADER* did. It got this retort:

"Why not try the Budget Director's office; that's where the money would be laid out for the proposition."

The *LEADER* did that, too. It got this reply:

"The whole thing should at this stage be resting with the Retirement System. They ought to be checking on how many civil service employees in the armed services 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 Retirement 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.

The Board of Estimate, The *LEADER* has learned from an authoritative source, is giving the plan consideration. To make sure that it gives serious consideration, 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 situation.

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 by the union.

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 ¾ 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 employees 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 allotments, 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 those 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 help 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 least about the situation, the Board this week again postponed action on a resolution reducing pensions for members of the New York City Employees' Retirement System retiring under Options 1, 2 and 3.

The matter was referred to the Committee of the Whole in order to provide City employees a more elaborate opportunity to present their case as well as to enable Board members to dig deeper into the matter.

The postponement was taken after a heated address by Borough President John Cashmore, of Brooklyn, who pointed out that "drastic need for full presentation of the facts is a matter concerning 100,000 City employees who know little of what it's all about, just as some of us."

Actuaries' statements and the Retirement System's annual reports have thus far built up a rather impressive pile of data, however, in dealing with a comparison 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 of active 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

The Civil Service League, a "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

Other Complaints

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."

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 appointment of the complete list of approximately 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 eligible 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 patrolman list became official.

Rumors that a new patrolman examination will be held in the near future are unfounded. The LEADER learned from a reliable source.

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 industry."

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

Joseph T. Sharkey: "No comment till it comes up on the floor of Council; that's my principle."

James A. Phillips: 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 concerned. 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 punishment." 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-

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 parties.

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 union members. Moreover it would prevent him from dominating or interfering in any manner with employee groups.

Dan Allen Honored As He Leaves For the Army

Daniel Allen, who has been the secretary-treasurer of the State, County and Municipal Workers, is scheduled for induction as a 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 forming 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 Calzavetti, 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, L. I.

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.

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 previous issues of The LEADER, there are 191 provisional railroad clerks and 636 provisional street-car 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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Aeronautical

See also Announcements 122 and 173 under "Engineering". AIR SAFETY INVESTIGATOR, \$3,500. 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 Administration: AIR CARRIER INSPECTOR (Operations), \$3,500 and \$3,800 Announcement 140 of 1941 and amendment.

AIRCRAFT INSPECTOR (Factory), associate, \$2,900

AIR CARRIER MAINTENANCE INSPECTOR, associate, \$2,900 Announcement 140 of 1941 and amendment.

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

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

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

TRAINEE, AERONAUTICAL INSPECTOR, junior, \$2,600 Maximum age—30 years Announcement 202 (1942) and amendment.

Automotive

AUTOMOTIVE SPARE PARTS EXPERT, \$3,200

Quartermaster Corps, War Department Announcement 76 of 1941 and amendment.

INSTRUCTOR, \$2,000 to \$4,600 Armored Force School, Fort Knox, Kentucky

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INSTRUCTOR, Motor Transport, \$2,600 to 4,600 Quartermaster Corps, War Department

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Clerical and Office Machine

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

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

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

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

MULTILITH CAMERAMAN and PLATEMAKER, \$1,620

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

STENOGRAPHER, junior, \$1,440 TYPIST, junior, \$1,260 Announcement 224 (1942) and amendment.

TABULATING MACHINE OPERATOR, \$1,260 and \$1,440 Announcement 228 (1942).

Engineering

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

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ENGINEER, \$2,600 to \$6,500 All branches of engineering except chemical and marine, and naval architecture Closing date—December 31, 1942, or before, upon public notice Announcement 173 of 1941 and amendment.

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

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

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

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 ARCHITECT, \$2,000 to \$3,200 Options: Design, Specifications, Estimating Announcement 222 (1942).

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

ENGINEERING DRAFTSMAN, \$1,440 to \$2,600 All branches of drafting Closing date—December 31, 1942, or before, upon public notice Announcement 174 of 1941 and amendment.

Marine

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



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

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

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

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

Ordnance

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

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

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

(Continued on Page Eleven)



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Civil Service LEADER

Independent Weekly of Civil Service and War Job News


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MEMBER AUDIT BUREAU OF CIRCULATIONS 

Tuesday, September 22, 1942

Danger Point?

VACANCIES 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

IT 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.

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 commission 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

been actively engaged in sports 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 on Commissioner 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.

Don't

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 do-nothing 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.

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 . . . 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 shyness.

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 recalcitrant clients? "They weren't recalcitrant. They were bewildered. 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 agencies 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 certified 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

A SPECIAL SECTION OF THE CIVIL SERVICE LEADER

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

"Occupation?" asked the young 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.

This is a typical example of the 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 disposal. No effort is being spared to put the right man in the right job.

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

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 ease.

The purpose of the interview is to fill out the Soldiers' Qualification 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 younger 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 of 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 previous military experience? An interviewer at Fort Dix was wondering where a grocery clerk might best fit, when the erstwhile clerk settled the matter by saying 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. One 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. In 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-CCC cook.

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 messages 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 officers 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 are 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 skilled mechanic?

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 months.

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 I-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, 1941, or who married prior to that date but at a time when he was shortly to be called for ser-

vice 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 I-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 hardship on his dependents.

"No one can predict what drastic emergencies might arise, but it is hard to conceive 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 can 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 Reception 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 MILITARY 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 of age.

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 interest.

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 completed military service.

Class IV-B: An official deferred 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; conscientious 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.

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KENNETH M. WILEY CHIROPRACTOR

Anton Meister, Ph. C. Palmer Scientific Chiropractor

Howard F. Thompson CHIROPRACTOR

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Dr. D. G. POLLOCK Surgeon Dentist

DR. NICHOLAS V. WINTER Surgeon Dentist

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UNITY OPTICAL CO. 152 Flatbush Ave., Brooklyn

DR. FRED AVIRON LADY OPTOMETRIST

City Tests

(Continued from Page Eleven) less than one year in Grade 2 and/or Grade 3 of the Legal Service

Law Assistant Grade 2 (Torts)

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

Requirements: Open to all permanent employees of the Board of Transportation who have served continuously in Grade 1 and/or Grade 2 of the Legal Service

Junior Chemist

Note: Open to all City departments where the title of Junior Chemist appears in the budget.

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

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

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

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.

Promotion Assistant Foreman (Track)

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.

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.

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

Eligibility 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.

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.

Subjects and Weights: Record and Seniority, weight 50, 70 percent required; Written, weight 25, 70 percent required; Practical-Oral, weight 25, 70 percent required.

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

Applications: Issued and received from 9 a.m. September 14 to 4 p.m. September 29, 1942.

Open-Competitive Office Appliance Operator (Addressograph) Gr. 2

Salary: \$1,200 up to but not including \$1,800 per annum.

Vacancies: Occur from time to time.

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 least one year of recent experience in the operation of the keyboard graphotype and/or motor driven addressograph machines.

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

Applications: Issued and received from 9 a.m. September 14 to 4 p.m. September 29, 1942.

POLICE CALLS

Honor Legion Ball

First fall meeting of the Honor Legion takes place Tuesday, September 22, in the Florentine Grill of the Park Central Hotel.

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!"

1,171 Vacancies

Total number of vacancies in the various ranks, including policewomen, this week amount to 1,171.

Table with columns: Allowed, In Service. Rows: Chief Inspector, Ass't. Chief Inspector, Deputy Chief Inspector, C.O.D.D., Inspector, Deputy Inspector, Captain, Lieutenant, Patrolman, Policewoman, Superintendent of Telegraph, Asst. Supt. of Telegraph, Chief Surgeon, Surgeon, Veterinarian.

Dine Lieut. Sheehan

The New York City Transit Police honored Lieutenant Cornelius Sheehan with a testimonial dinner at the Hotel Woodstock, Tuesday, September 15.

SCHOOL DIRECTORY

LISTING OF CAREER TRAINING SCHOOLS ACADEMIC & COMMERCIAL-COLLEGE PREPARATORY

ACCOUNTING MACHINES Accounting Machines Institute-221 W. 57th St.-Day and Evening Classes.

AERO COMMUNICATIONS Melville Aeronautical Radio School-45 W. 45th St.-BYant 9-8876.

AIR CONDITIONING 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 311's Auto Driving School-171 Worth St. (opp. State Bldg.)-Worth 2-6990.

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

BANK EXAMINER N. Y. School of Banking-World Bldg., 63 Park Row - Intensive review course.

BENCH ASSEMBLY-AVIATION Delehanty Institute-11 E. 16th St.-Day and Eve. Classes-100 hr. Course-STuyvesant 9-6900.

BUSINESS MACHINES Delehanty Institute-11 E. 16th St.-Day and Evening Classes-Card Punch, Comptometry-STuyvesant 9-6900.

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

CIVIL SERVICE Delehanty Institute-115 E. 15th St.-City, State and Federal Examinations.

DRAFTING Delehanty Institute-11 E. 16th St.-Complete 500-hr. Course - Day or Eve.

FINGERPRINTING Delehanty Institute-11 E. 16th St. Course-Day or Eve.-Class now forming.

LANGUAGES and BUSINESS Poza Institute, 1133 Broadway-English and Spanish Commercial Courses.

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

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

MECHANICAL DRAFTING-STRUCTURAL DESIGN N. Y. Structural Institute-Evening Classes for Men and Women.

MECHANICAL DENTISTRY New York School of Mechanical Dentistry - 125 W. 31st St. - Day and Evening Classes.

MEDICAL - DENTAL Manhattan Assistants School - 60 East 42d St. - 3 Month Special Course - Laboratory Technique & X-Ray-Day and Evening.

RADIO-TELEVISION Radio Television Institute - 480 Lexington Ave. - Laboratory Training - Day and Evening Classes.

SECRETARIAL SCHOOLS Delehanty Institute-Day and Evening Classes. Branches in Manhattan, Jamaica, Newark-Main office.

TABULATING MACHINE OPERATION Accounting Machines Institute-221 W. 57th St.-Day and Evening Classes.

X-RAY and LABORATORY TECHNICIANS Harvey School-384 E. 149th St.-Day and Evening Classes - MO. 9-6655.

WELDING Delehanty Institute-11 E. 16th St.-Day and Evening Classes - 224-hr. Course-STuyvesant 9-6900.

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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 Department. The employees feel, however, that without frequent consultation with heads of labor organizations, personnel changes are upsetting and criticism follows."

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 convinced 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 rumors and fears ran riot," claims Mr. Mitchell.

It 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 appointments 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

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 mutual 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 war."

Officers and "Zex"

Installation of officers of Jamaica Local, 1022, National Federation of Post Office Clerks, will be held Sept. 26 in the Community 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 secretary; Louis Chesler, treasurer, and Al Bowie, Thomas Malone and Alfred Searing, trustees.

John M. Torka, assistant secretary-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.

Amusement 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



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 feature to play in the Radio City Music Hall, following the current run of "Talk of the Town."

HOLLYWOOD Facts Between Acts

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 opposite 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 Radio 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 work.

Promotion Exam Ordered For City Bookkeepers

A promotion examination to bookkeeper, grade 1, was ordered by the Civil Service Commission at its meeting Wednesday, September 22. The examination will be held for employees in all departments 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 service.

The entrance salary for bookkeeper, grade 1, is \$1,200 a year. 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 Commission and the Triborough Bridge Authority.

In addition to clerical employees, 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 employees in these services will also be admitted to the forthcoming bookkeeper examination. As soon as the requirements are announced officially by the Civil

Service Commission, they will be published in The LEADER.

In addition to the bookkeeper test, the Commission at its meeting last week also ordered a test for the position of dental laboratory 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, N. Y.

Volunteer Officer Training

(Continued from Page Nine)

pense. The Examining Board sends its findings and recommendations 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 Lieutenant.

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.

Beginner's Course In Bacteriology

A course in elementary bacteriology for technicians is opening at Textile Evening High School,

351 West 18th Street, Manhattan. 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.

Movies

Movies

RADIO CITY MUSIC HALL

50th STREET and 6th AVENUE
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Ginger Rogers • Henry Fonda
Charles Laughton • Ed. Robinson
Paul Robeson • Ethel Walters
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'TALES OF MANHATTAN'

A 20th Century-Fox Picture ON THE GREAT STAGE
'WORDS AND MUSIC'—A cavalcade of Irving Berlin melodies, produced by Leonidoff, with Rockettes, Corps de Ballet, Glee Club, Symphony Orchestra, direction of Erno Rapee. First Mezz. Seats Reserved. CI. 6-4900

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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 buildings at Washington psychologists and technical experts are constantly devising new tests designed to discern aptitudes and talents in soldiers. Occupations and jobs also have been broken down into sub-sections. A strapping 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 shod 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 skier. He was sent to the mountain troops near Mount Rainier, Washington, where he has excelled in both leadership and woodcraft. Another 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 elementary school; now the typical soldier has had at least a year in high school. More than 40 percent 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 completed 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 Job."

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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 employment of qualified men who are ineligible for military service by reason of age or physical disability.

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 clerical 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 activity.

In regard to physical qualifications, 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 requirements 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 employment. 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 Chemical 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 articles 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 participate. The tests begin at 8.30 a. m.

require thousands of women as minor, or junior inspectors in the near future, officials said. Candidates 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 employment. Virtually all of the major activities have civil service boards empowered to grant civil service ratings and place the successful applicant in training for her share of the war effort immediately.

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