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Kasoff Pushed a Commissioner Around—And Got Away with It; Revealed Sanitation Scandal

By MAXWELL LEHMAN

Part 4

Four men, in addition to the commissioners, boss the Department of Sanitation. None of the four is an official. In the Department they are referred to as the Big 4, or more commonly, the Four Horsemen.

They are the same men who signed a monopoly contract for the purchase of uniforms binding upon all the drivers and sweepers in the Department.

Their names: Abe Kasoff, Anthony Greco, Elias Shapiro, Michael Morro.

They exercise their control through the medium of four organizations, known as: Manhattan, Bronx and Richmond Sweepers Protective Association, Inc.

Chauffeurs and Drivers Protective Association, Inc.

Brooklyn Sweepers Protective Association, Inc.

Queens Drivers and Sweepers Association, Inc.

The Four Horsemen pool their activities through an organization known as the Joint Council of Drivers and Sweepers.

Are They Unions?

Kasoff, Greco, Shapiro and Morro like to consider their incorporated

The Leader is receiving many letters from Sanitation men as a result of this series of articles. A good many of the letters are anonymous. It makes it much easier for The Leader if those who write would sign their letters. You may do so with confidence that your name will be revealed to no one.

bodies as unions. An analysis of their activities would indicate to the impartial observer that the only kind of union represented here is the "company union" variety. These very words — "company union" — were used by a high official of the Department in describing to this writer the function of the organizations. AFL and CIO officers in New York City with whom this writer has spoken do not consider the Four Horsemen legitimate union leaders. Other unaffiliated employee organizations in Civil Service confirm this opinion. So do a number of city officials who know something about the boys.

"Company union" is not the worst appellation that has been used to describe the setup. A grand jury referred to certain activities bluntly as racketeering. Accusations have been made of intimidation, persecution, manipulation of funds. One of the four was kicked out of the department for withholding funds from a widow, and reinstated many years later under curious circumstances. There is evidence to show that a number of the Departmental officials—from foremen straight up—are puppets in the Joint Council's hands. All in all, the Department of Sanitation appears to be an unhealthy place in which to work—unless you are in the good graces of Kasoff, Greco, Shapiro, and Morro.

Who Makes These Charges?

These accusations are grave. They are made by sanitation men, by members of a grand jury, by attorneys who have been involved in legal

proceedings with the Joint Council or its component associations. The LEADER has simply gathered the evidence together, and presents it with the purpose of determining what's what in the Department of Sanitation.

If persecution exists, then it is the right of the city to know it...if the Department is really a slime-hole for those men who have the guts to stand up against an invasion of their civil rights, then this is a condition that cannot be permitted to continue...If honest organization is discouraged, by moral suasion or by outright terrorization, then a "crack-down" upon those responsible is indicated...If certain individuals are granted special privileges (such as 81 days a year off with pay, Mr. Kasoff), then the city's money is being wasted, and a stop must be put to it...If men have been suspended and fired upon framed charges, then sullen injustice exists...If officials are being manipulated by drivers and sweepers, then those officials must answer for it...If a ticket-selling racket actually is present, whereby drivers and sweepers dispose of tickets to "picnics" on city time, then here is a matter for the authorities...If funds have been unaccounted for, or misused, then here is a case for the courts.

Whether or not these charges are true, a study of specific events will reveal. The pages of the LEADER are open to Messrs. Kasoff, Greco, Shapiro, and Morro to answer any fact or implication which this series of articles may bring forth. The same invitation has already been extended to Department officials.

In passing, let us point out that all is apparently not sweet among the Four Horsemen themselves. Of the four, Kasoff and Shapiro seem to be the controlling factors. And rumor has it that at the moment a subterranean struggle between the two for sole leadership is going on. Of the two men, Kasoff is the more explosive, volatile, and nervy; Shapiro is credited with more shrewdness.

What a Grand Jury Found

A Kings County Grand Jury which had a look into the Sanitation Department found evidence of "influence that borders on invisible government; detrimental to efficiency and discipline. This first manifested itself about September, 1936. Certain liberties were then granted to the Joint Council of Sweepers and Drivers, that placed this group in a favored and privileged class."

An example:

A meeting was called on January 27, 1937, to consider the whole vexatious question of organization. It (Continued on page 18)

How Not to See the Mayor In Six Not-So-Easy Lessons

J. Walter Sherman, chairman of Investigator Eligibles Association the worst way. He wants but a ask him just one question: Does tration of veteran relief to the v... Walter wanted to ask the Ma; and he thinks he has good reason already been done out of 115 job bureau because of the Mayor, who had the Board of Estimate switch the jobs to the title of Veteran Relief Investigator. If there's to be any further change, the eligibles want to know about it now so that they can prepare legal action.

Hizzoner Won't Bite

It seems, though, that the Mayor doesn't want to answer Walter's question, for Walter had a busy but fruitless time last week trying to pin the



Little Flower down. He came close several times, but not quite close enough.

All that Walter has to show for his pains are six lessons on how not to get to see the Mayor. Here they are:

- 1) Send a telegram to City Hall, telling the Mayor that it is imperative that he confer with you on a matter of grave public concern.
- 2) Call the Mayor up on the telephone. His secretary will tell you that the matter has been referred to someone else (Welfare Commissioner Hodson, for example), who, it turns out, knows nothing at all about it and refers you back to the Mayor.
- 3) Go to City Hall, and keep sending messages into the Mayor's office telling him that all you want is five minutes of his time.
- 4) Wait outside the Mayor's office until he comes out. Be certain to



leave your post for just one moment, though, as the Mayor will sneak out at that time.

5) Next morning come down to City Hall at 8 o'clock so as to get to the Mayor as he comes in. But five patrolmen and one sergeant will keep you at a satisfactory distance.

6) Follow by subway to where he has a speaking engagement. When he seems to be free for a moment, go up and tell him that you want to ask him one question. He says: "See me at my office." You answer: "I've been trying to do that all week." He says: "Then write me a letter." You answer: "I've already sent you letters and telegrams." He then turns to Mrs. Roosevelt, seated at his left, the waiter politely but firmly asks you to leave, which you do, vowing to look further into the meaning of this word "democracy" when you get home.

Any other hints on how not to see Mayor La Guardia will be very unwelcome by J. Walter Sherman, care of the Social Investigator Eligibles Association, 3 Beekman Street, New York City.

Public Hearing on Rating Methods

A public hearing will be held on Wednesday, November 20, at 3 p.m. on a proposal of the Municipal Civil Service Commission regarding the method of rating papers. At present the Commission's rules state that "each subject shall be rated by two examiners acting separately." The change would alter this to read: "each subject shall be rated by two examiners." Thus the necessity for the examiners to "act separately" would be eliminated.

In the Bridgeman vs. Kern case recently decided, it was held that the present ruling prohibited examiners from conferring with each to determine the final grade of a candidate. The Commission believes this decision applies only to technical-oral tests, but foresees the possibility of further litigation extending the interpretation to all types of tests. Thus the Commission will attempt to correct this by a change of rules.

Provisionals Can't Gain From Wicks Law

Provisionals serving on the Independent City-Owned Subway System do not receive any benefits from the Wicks law, Supreme Court Justice McLaughlin ruled this week in a case brought by Mortimer Schiff, president of the Independent Rapid Transit Railroad Clerks' Protest Association. Justice McLaughlin declared that the Wicks law provides that the city must employ all the workers on the former privately owned lines, but that it also provides there shall be no change in the Civil Service rules and regulations applying to employees of the Independent System.

The constitutionality of certain parts of the Wicks law, which was attacked in the suit, was also upheld.

"The Legislature clearly intended to confer Civil Service status only on employees of the privately operated transit lines which were purchased by the city and had no application to the Independent System, employment in which was at the time of passage of the Wicks act already subject to Civil Service," Justice McLaughlin said in his opinion. "This is further evidenced by the language of section 3 of the act which provides that 'any eligible list established for filling any position in any municipally operated transit facilities prior to the acquisition of any other transit facilities under this act, shall continue to be used only for filling positions in such prior existing municipally operated transit facilities.'"

Justice McLaughlin, acting on a motion by Corporation Counsel Chanler, dismissed the petition brought by Schiff.

Storm Brewing Between TWU And Transportation Board

PAUL J. KERN SIDES WITH UNION

For months simmering sullenly, a conflict broke forth last week between New York's biggest Civil Service union, the TWU, and the employer of nearly 25,000 of its members, the Board of Transportation. Both the Union and the Board are tough, stubborn fighters. The issues which divide the two are fundamental. Even when, on the surface, the conflict seemed quiescent, the titanic issue—the right of government employees to organize and make agreements precisely as though they were bargaining with a private employer—went unsolved.

Well, tempers seem to have worn thin. The Union accuses the Board of Transportation of violating outright its collective bargaining agreement. That agreement was taken over by the Board when the private lines came under city ownership and the employees on the subways went under Civil Service.

Ask Mayor to Intervene

Last week, Austin Hogan, President of T.W.U. local 100, asked Mayor LaGuardia to intervene and settle the dispute. Hogan's action followed overflow membership rallies which loudly condemned the Transporta-

tion Board. Hogan's wire to the Mayor outlined some of the Union's immediate grievances:

"Seniority rights of our members are being violated with impunity. Promotions to existing vacancies, which are required by the contracts, are denied. Furloughed employees are refused reinstatement to positions to which they are entitled under the Wicks Act and ruling by the Municipal Civil Service Commission, while personal favorites of the members of the Board of Transportation, who have never worked on the transit

lines, are given provisional appointments in violation of the law. Agreements made with your Honor and the Board of Transportation to continue the men formerly employed on the Second and Ninth Avenues Els in employment without diminution of their weekly wages are being violated." The TWU requested a conference with the Mayor for the purpose of "finding a solution of the critical situation that has developed."

Request LaGuardia's Removal

Governor Lehman will be asked to remove Fiorello H. LaGuardia as Mayor of New York City by the Social Investigator Eligibles Association in a resolution now being drawn up by the Association's executive board. Such action was voted last Tuesday

night at a meeting of the group in the Hotel Monterey, after J. Walter Sherman, chairman of the research committee, reported on the lack of success of his attempt to confer with the Mayor.

The eligibles hold that Mayor LaGuardia has done them out of 115 jobs in the Welfare Department's Veterans Bureau by having the Board of Estimate switch the title from Social Investigator to Veteran Relief Investigator. They are also sore because he will not tell them whether he plans to push for a switch of veteran relief from Civil Service administration to control by veteran organizations.

Those actions, the eligibles contend, are a violation of the Civil Service provisions of the State Constitution and a violation of democracy.

May Picket Mayor

The eligibles also appointed a picket committee which will attempt to bring their case before the public by stretching a picket line in front of City Hall.

Meanwhile the matter of veterans in the Welfare Department came before the courts twice last week. Supreme Court Justice Noonan heard arguments in the case brought by Richard Welling, president of the Civil Service Reform Association, against city officials who are employing and paying these 115 Veteran Relief Investigators. H. Eliot Kaplan, attorney for the eligibles as well as for Welling, stated that he will call Mayor LaGuardia to the stand if his motion for an injunction against the city officials is denied.

In another case, that of William Thorpe, the Appellate Division unanimously upheld a lower court ruling that veterans in the Welfare Department should be kept on. Clerks as well as Investigators are affected by this.

All the news... all the exams... accurate... unbiased... in THE LEADER.

CIVIL SERVICE LEADER
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2,095 Transit Workers Have New Status

The eighth resolution reclassifying employees of the BMT division of the New York City Transit System from the non-competitive to the competitive class was adopted last week by the Municipal Civil Service Commission. There were 146 employees involved in the transfer, which switched them from non-competitive positions as Motormen, to the same competitive title.

This eighth resolution brings to a total of 2,095 the number of workers in the unified subway system who have been giving a competitive Civil Service status since July 1, 1940. All the 27,000 workers on the BMT and IRT will similarly be blanketed into Civil Service by July 1, 1941.

Probe Speeds Up

As the transfer process goes on, the Commission is speeding up its investigations of character, citizenship, work record, length of employment, etc., to qualify workers. So the hardest blows in this in-

vestigative work have been dealt to aliens who are barred from city employment under the terms of the Wicks Act. A test suit on this provision of the law was held a few days ago in the *Mazzarella vs. Kern* case. The court ruled that an alien, even though he tried to comply with the law by getting his first papers in the six months' period allotted by the law, was ineligible for Civil Service. H. Eliot Kaplan, who represented the petitioner, has indicated that he will appeal this decision.

Meantime, steps are under way to have the State Legislature liberalize the Wicks law, insofar as it relates to aliens.

Engineman Physical Tests Under Way

Within the next few days, the Municipal Civil Service Commission will send out notices to candidates who survived the written and medical examinations for Auto Engineman and will summon them for the final parts of the series—the coordination and physical tests. The first of the coordination tests will be given at 8 a.m. Monday, November 25 at the firehouse at 87 Lafayette St. The physical exams will be held at the medical bureau of the Civil Service Commission, 299 Broadway, Manhattan.

The series of tests concluding the Auto Engineman exam will be held on November 25, 26, 27 and 29 and December 2, 3, 4, 5, 6 and 9. Tests will be given each day between 8 a.m. and 9 p.m.

The complete scale of rating the coordination tests was published ex-

clusively in the LEADER last week. The range of grades is from 100 percent for two seconds to 50 percent for seven seconds. If a candidate takes more than seven seconds to complete the operations of the coordination test, he will fail.



LEARNING A DEFENSE TRADE

This young man is one of hundreds now being trained in trades needed by national defense through the auspices of the New York City Board of Education. Soon to be a lathe expert, he will join young men all over the country who are speedily becoming proficient in skills that help America become strong. Study in a wide variety of trades is available to New Yorkers.

N.Y.C. May Fire Employee After Probationary Period; Decision Sets Precedent

By BURNETT MURPHEY

Upsetting a previous decision of the Supreme Court, the Appellate Division last week handed down a ruling in the case of Ethel S. Katz vs. the Department of Hospitals, in which it was held that the Municipal Civil Service Commission has a right to disqualify an employee even after he has satisfactorily completed his six-months' probationary period and thereby gained a permanent status. Miss Katz was appointed as a stenotypist from a city eligible list and served out her probationary period before it was discovered that the age she gave on her application was incorrect. A minimum age of 18 was required for the exam which resulted in the list. Miss Katz said she was 18, when in fact, she was only 16.

She was dismissed at the request of the Civil Service Commission, but she brought suit for reinstatement, and the Supreme Court decided in her favor. However, Sigismund S. Goldwater, former Commissioner of the Department of Hospitals, appealed the decision, and last week his appeal was upheld.

Not Unanimous

The decision of the Appellate Court was not unanimous. Justice O'Malley, delivering a dissenting opinion, declared: "While not denying a right to challenge her title to the position, I do not think that, under the circumstances, the Civil Service Commission, as an administrative body, could summarily revoke her certification and appointment. The rules of the Commission itself do not give it any jurisdiction over permanent appointees, nor is any statute called to our attention extending their power to that extent."

On the other hand, the majority opinion, in part, declared: "We think that the provisions of the rule of the Commission with respect to permanency and the Civil Service Law with respect to notice of charges, apply only to those who have been legally appointed, and not to those who have secured appointment through fraud such as was practiced here. Petitioner was given an opportunity to be heard before the Civil Service Commission, and admitted the essential facts. . . ."

Disputes Commission

Miss Katz had contended that she was dismissed without charges, and

that the Commission had no right to revoke her certification after she had become a permanent employee.

A number of other recent cases of a similar nature have been decided against the Civil Service Commission in the lower courts. This is the first to reach a higher jurisdiction. It is expected that it will affect many other similar suits now being litigated.

Sanitation Eligible Group Forms

A movement has started to form an eligible organization of men who will place on the new Sanitation Eligible list. Any eligible who is reasonably sure of a place on the list has been invited to write to M. S. The CIVIL SERVICE LEADER, 97 Duane St., Manhattan. As soon as a sufficient number of eligibles respond, The LEADER staff will help the eligibles organize.

Blueprinters From Photographers' List

The Municipal Civil Service Commission will use selective certification on the list for Photographer to find a person qualified to fill a job as Blueprinter in the Park Department. A qualifying test will be given on the operation of the Pease machine to those selected from the Photographer list. Originally, the Commission wanted to hold a promotion test for the post, but the Budget Director would not approve announcement of an exam.

It pays to follow THE LEADER.

City Planner Lists Set Up

Four new city eligible lists were set up last week. They're all for high-paying jobs in the field of city planning, and the longest list in the lot contains only seven names. Here they are:

Administrator (City Planning)

1. Frederic P. Bartlett, 83.79.
2. Ralph P. Sollott, 75.92.
3. Jay F. Krakauer, 75.55.
4. Stephen K. Rapp, 73.69.

City Planning Director

1. Theodore T. McCrosky, 91.39.
2. F. Dodd McHugh, 83.26.
3. William W. Forster, 77.03.
4. Jay F. Krakauer, 75.57.
5. Louis Walter, 75.18.
6. William Goldsmith, 74.32.

Associate City Planner

1. Theodore T. McCrosky, 92.90.
2. F. Dodd McHugh, 85.93.
3. Robert C. Weinberg, 85.02.
4. John J. Beggs, 78.93.
5. Jay F. Krakauer, 78.32.
6. William W. Forster, 78.31.
7. Louis Walter, 76.26.

Administrative Assistant (City Planning)

1. James W. Loughin, 78.00.
2. Ralph P. Sollott, 77.70.
3. Hans Spann, 73.84.
4. Ralph R. Temple, 73.62.

Training Courses

Two new courses for city employees have just been started by the Bureau of Training of the Municipal Civil Service Commission. On Saturday, November 16, the first of 10 sessions on "Medical, Social and Legal Aspects in the Treatment of Delinquency" was presented for employees of the probation and parole services and for medical social workers. These courses will be held semi-monthly on Saturdays at 11 a.m. at the Amphitheater of the Psychiatric Division, Bellevue Hospital, 30th St. and 1st Ave., Manhattan. Patrick J. Shelly, chief probation officer, is in charge of the training program.

Another series of courses began Monday for employees of the Dock Department and will cover "Functions and Procedures of the Dock Department." Officials of the department will conduct the series of lectures which will be held weekly on Mondays at 5:30 p.m. in the auditorium of the Maritime Exchange, 80 Broad St., Manhattan.

Telephone Operators Plan New Legal Steps

The Telephone Operator, Grade 1 (Male), Eligible Association, served notice this week that it would take further legal steps to obtain jobs in the Police Department which eligibles feel are rightfully theirs. Justice McLaughlin in the Supreme Court recently upheld Police Commissioner Valentne in using the regular Patrolman list for switchboard jobs in his department.

Samuel A. Spiegel, of 250 Broadway, New York City, is the attorney representing the eligibles. He will seek an order restraining the Civil Service Commission from certifying the payroll of the men now holding Telephone jobs and will ask that the regular eligibles be certified for the positions.

Question Judge's Decision

The Telephone eligibles feel that they can obtain a reversal of Judge McLaughlin's decision which, they

contend, is based on his personal opinion and experience as District Attorney rather than strictly on the law or merits of the case.

Salvatore Ferro, president of the eligible group, announced that the next meeting will be held Friday, November 22 at 7 p.m. at the Central Commercial High School, 214 East 42nd St., Manhattan.

It pays to follow THE LEADER.

Why They Failed

Failure to appear when summoned and all other causes of elimination among candidates for the Sanitation list of 7,500 names due to appear by November 30; 13,000 out of 48,463 summoned for the medical and physical tests dropped out in



his way. Four thousand more failed for defective vision, and another 2,800 for inability to pass the agility part of the physical test. Other causes of failure follow: insufficient strength, 2,000; heart ailments, 1,200; short height, 1,100; insufficient endurance, 300; defective color vision, 200.

ON THE
U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

FDR Permits Use of City, State Lists in Filling U.S. Jobs

EXECUTIVE ORDER SLASHES PROBATION TO SIX MONTHS; BARS REDS, NAZIS

New Yorkers who are on state and city Civil Service registers may be given a chance for a crack at Federal government jobs.

President Roosevelt has signed an executive order which permits the U. S. Civil Service Commission to use state and city registers to fill Federal jobs under certain conditions.

The main condition is that registers must have been established as a result of Civil Service exams meeting Federal standards.

And New York city and state, Civil Service officials say unofficially, have merit systems that rate tops. In other words, New York registers would be among the first, if not the first, used by the federal government.

Federal officials, however, were quick to explain that they do not contemplate using state and city registers, but, they add, "the authority given us by the President may prove valuable in the event of a shortage of eligibles in certain localities for positions under the national defense program."

Probationary Period Sliced
A number of other important

changes also were made in the presidential order. For example, the probationary period was sliced from a year to six months. The Commission retains the authority to fix longer probationary periods when it is deemed necessary.

What this means is that federal employees can now be promoted or transferred after serving six months' satisfactory service instead of a year.

Reds, Nazis Barred

Specific authority also is given the Commission to bar Communists and German Bund members from the federal payroll. By "policy" the Commission now prohibits Communists and Nazis, but the American Civil Liberties Union and other organizations have warned the Commission that a test court case will be made of this "policy." The President has authority to make rules and regulations in such matters, and his order barring Communists and Bund members legally protects the Commission, according to officials.

It can be said here that the Commission is getting tougher and tougher on new employees, particularly in national defense agencies. No person will be given a job now if there is the slightest question about his background. The Commission claims it just can't afford to take chances.

Here's a case: Some time ago an employee was observed taking pictures of an important national defense project. An investigation showed that the employee had visited Germany recently, had returned to this country with an expensive camera and equipment, and had been heard to express sympathetic views toward Hitler and his conquests. The Commission couldn't prove that the employee was a member of the

Heavy Burden Carried by Civil Service

The offices of the Second District, U. S. Civil Service Commission, covering part of New Jersey and all of New York State, are still working at top-speed to meet the personnel needs of defense agencies. According to James E. Rossell, manager of the Second District, more than 3,000 certifications have been made from Civil Service lists in the last two weeks. Nearly 2,000 appointments have been made from the certifications. The local boards alone throughout the district filled 564 jobs last week.

Heavy Burden

The burden has been so great that officials and the staff of the Civil Service Commission have been working nights and Sundays to keep abreast of it. There is no immediate indication of a slackening of this work. The defense machinery is just getting under way and competent observers believe that the Civil Service Commission will be called on to supply hundreds of workers every week for many months and even years to come.

U.S. Jobs Mounting

Mounting steadily, the number of employees in the executive branch of the U. S. government reached another all-time high in September, the latest official figures reveal. The tabulation for September shows a nationwide increase of 19,720 employees from the previous month, or a grand total of 1,098,596. Total salary paid to these employees amounted to \$159,581,436 monthly. The average salary is slightly more than \$150 a month; actually the average of a federal employee is considerably higher, since about 25 percent of the total employees are temporary, part-time, or other than regular permanent workers.

The increase in federal employees during the twelve-month period from September, 1939 to September, 1940 was 118,556. The chances are that October, November and December of this year will show even sharper increases as the national defense program is speeded. In the New York area alone, an unprecedented number of men and women are being given jobs ranging from 500 to 1,500 new appointments each week.

Openings for Bus Drivers

Washington has jobs for bus and street car drivers. The Capital Transit Company of the national capital is suffering a shortage of men.

Expansion of the city, the increased population, and the national defense program, have compelled the company to add a large number of buses and cars to its regular schedule. The company's employment bureau has issued a call for drivers.

The employment office at 36th and Prospect Streets N.W., Washington, D. C., is receiving applications in person Tuesday, Wednesday, and Thursday mornings. The Leader advises non-Washington residents who may wish to apply for these jobs to write first, stating their qualifications. Prospective applicants may receive information regarding requirements for employment by sending a post card to the Personnel Department, Capital Transit Company, 36th and M Streets, N.W., Washington, D. C.



HEALTH SERVICE WORKER

In her quiet way, this Civil Service worker is helping government carry on one of its most important functions—the health of the people. Exams for health service jobs are frequently announced by city, State and federal commissions.

Bund, but he was quietly dropped from the payroll.

Several other employees also were dropped in a quiet manner recently when an inquiry showed they had communistic or Nazi leanings.

Investigating Staff

The commission has established an investigative staff under the command of James Hatcher, former personnel officer for the Commission. Hatcher was first given 100 men, then 150, then money for 200. Last week he got funds for 250.

Hatcher has only 180 investigators now, but he is picking new men weekly from Civil Service lists. And it's a good bet that Congress will be asked to give him funds for additional men in January.

Under an Executive Order signed June 24, 1938, the Commission was required to set up two lists of eligibles on each test. First, employees with Civil Service status already in federal jobs, and second, outside employees. Employees in the service were given job preference. Only a single register will be established from now on. In-service employees' preference will be continued but the red tape will be slashed.

Kibosh on Bribery

The Commission also reports that it has had a flood of complaints charging that eligibles are bribing eligibles ahead of them to refuse jobs in attempts to insure themselves jobs. The Commission now has authority from the President to bar the eligible who does the buying off.

Kern Agrees to Give List

Apprised of the U. S. Commission's intention of using local eligible lists, Paul J. Kern, President of New York's Commission, immediately expressed gratification at the plan.

Kern had already discussed such a plan with the Federal Commission. Said the dapper Commissioner: "We have, as you know, thousands of men on competitive lists for skilled trades and other public positions, all of whom have passed difficult competitive tests in the trade field. We

Draft Deferment For Civil Employees

One question which has been worrying government employees—city, county, state, and federal—is this:

On what basis may I expect deferment in the draft?

Until last week, that question was answered only in the general terms of the official regulations. Then, in a paper dubbed *Relevance No. 103*, professorial Dr. C. A. Dykstra assured government workers that they would be given the same consideration with regard to occupational deferment from selective service training as private employees.

Explained Mr. Dykstra: "For example, take the case of firemen. Fear has been expressed that the Act might operate to deprive a city of services of an experienced fire chief, thus impairing the safety of the community. This is clearly covered by provisions of the Act and the regulations which provide that the local board may defer any man who is found a necessary man in his job where the job is in an activity

which is productive or useful and contributes to the well-being of the community and the nation."

Mr. Dykstra's statement would seem to supply the obvious manner in which workers considered indispensable to the community—such as firemen, policemen, physicians, certain categories of technical workers—would be deferred. In practice probably department heads or officials would present the names of "necessary men" to the local draft boards, who would then act upon the recommendation.

Mr. Dykstra amplified this point:

Employers Give Information

"Both private and public employers have the obligation to assist registrants in presenting information in all such cases to the local board. Certainly this is broad enough to allow a local board to defer a man if it finds him to fall within the category—that is, a necessary man."

The Draft Director then gave the procedure, useful alike to public and private employers, to make a preliminary check of employees likely to be inducted into the armed forces.

"Any employer will do well to make a list of all key men who are necessary in his activity, between the ages of 21-36, then strike off all those who are married and who are physically unfit. The remainder will be those who may be subject to call for training. Then take 5 percent of the total number. This figure should give an approximation of the number of employees who might be selected from those eligible for training during any given year under the present Act, if there were no provision made for occupational deferment."

"In light of these facts, no State or other government department need suffer any loss of efficiency through the operation of selective service."

Postal Eligibles Urge Extension of List

Joseph Mlenak, secretary of the Postal Eligible Association, has requested that Bulletin Board publish the following statement:

"All postal eligibles are urged to cooperate with the Postal Eligible Association so that further extension of various Postal Registers may be obtained. Those desiring to join the organization may do so by sending a Post Office money order for \$2 to the Association at 265 Henry Street, Manhattan. Petitions are still available for extension of the lists and will be sent to any P.O. eligible writing to the organization."

Less people are taking Civil Service exams . . . More jobs are available . . . Your chances are better. THE LEADER keeps you informed of all opportunities.

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Name
Address
City

So You'd Like to Be a G-Man?

One of the most glamorous and interesting jobs in the federal service is that of G-Man in the Department of Justice. Because of the many young men who would like to get jobs as agents in the Justice Department, THE LEADER is publishing a special feature outlining the duties, requirements, and other aspects of these positions. The first of this series of articles appeared in THE LEADER November 5.

Only a few of those who possess the qualifications will finally be appointed to G-Man jobs. Where but few appointments can be made and where there are so many applications, only those possessing markedly superior qualities can be successful in securing appointments. Those who have filed applications showing that they possess the basic qualifications, have their names referred to the Inspectors of the Federal Bureau of Investigation, who from time to

time, are sent into the Bureau's 37 field offices to perform official administrative and investigating duties. While these Inspectors are at a field



office, they extend invitations to all the applicants residing in that area to report for an examination and interview. This permits the applicant to arrive at the place where examinations are given at much less expense than would be required if the examinations were given only in Washington, D. C.

The Exam

At the field office, the applicant is given a written examination calculated to test his ability to analyze a set of facts and a statute, to apply the facts to the statute and to prepare intelligently a report of his findings and conclusions. Additional tests are prepared for the purpose of determining whether the applicant possesses an investigative knack and the necessary qualities to warrant the belief that he will creditably represent the Bureau as an investigator. This applicant is personally interviewed by the official of the Bureau, who assists in formulating an opinion with respect to his personal qualifications, education, experience, resourcefulness, aggressiveness, tact, energy, general ability, and possibility of development as a Special Agent. During the first hour of one-half day a Special Agent may be required to interview the president of a large business organization; an hour later he may be endeavoring to obtain a confession from a hardened criminal; his third assignment may require him to obtain confidential information from some so-

cial, political, or industrial leader. It is obviously necessary that he possess adaptability. Tests are given to determine whether the applicant possesses this qualification.

Character Investigation

Those applicants who demonstrate a likelihood of satisfactory development and who have passed both the oral and the written exams, are then carefully investigated as to reputation, ability and fitness for appointment. The applicants' scholastic and employment records are thoroughly checked, and the nature and character of his previous activities in schools, colleges and places of employment are ascertained. His credit rating, moral standing, the nature of his associates, and all other pertinent information with reference to his reputation, character, and general fitness for the position are ascertained. The investigation is most thorough, intensive, and extensive.

Those who have shown suitable proficiency and ability as a result of these tests and investigations then have their names placed upon an eligible list, and if there should be fifteen hundred on the eligible list at one time and it became necessary to select thirty new Special Agents to fill vacancies, those thirty on the eligible list who possessed the most outstanding qualifications, regardless of political, religious, social, or other types of affiliation or influence, would be selected.

Getting an Application

All application forms are obtained from and filed with the Bureau in Washington. Application forms will be sent to those possessed of the required qualifications when a request is directed to the following address:

Director,
Federal Bureau of Investigation,
U. S. Department of Justice,
Washington, D. C.

In the event an applicant is afforded an examination and does not make a passing grade, he is eligible to take a re-examination only after the lapse of a period of two years.

The written examinations are held at irregular intervals in field offices, and only on those occasions when Inspectors of the Bureau are at such field offices.

The entrance salary for the position of Special Agent of the Federal Bureau of Investigation is \$3,200 per annum.

Special Agents of the FBI come from every section of the United States. The Bureau's personnel includes those who have attended one or more of two hundred thirty-five colleges and universities in the United States and foreign countries. A vast majority of the Special Agents have university degrees, some as many as four degrees. Included in their ranks are those who are able to speak one or more of twenty-four foreign languages. There are men who were formerly engaged in aviation, engineering, advertising, merchandising, newspaper work, and salesmanship. In fact, there are thirty-six businesses, twenty industries, thirty-six trades, and thirteen sciences represented in the previous vocations and avocations of the Special Agents. There are men who excel in one or more of twenty-eight different sports. Included in this group of Agents is one who is a national rifle and pistol champion; others are gunnery ex-

perts, and more than 160 have had military service in the United States Army or the United States Navy.

How They Work

These diversified qualifications are important. The records of the Bureau reveal a case where an expert violinist was able to soften the heart of a mountaineer with his music and cause him to disclose the whereabouts of his son, a fugitive from justice. An expert linguist was able to make friends with an alien who sought unsuccessfully to destroy a United States Navy dirigible; a former member of an orchestra was able to procure employment in a night club, which position enabled him within a short time to locate a criminal who frequented the place, and a Special Agent who had performed a great deal of K. P. duty in the Army was able to apprehend an

extortionist by securing a job peeling potatoes in the kitchen where the extortionist was working.

Other Jobs in FBI

In the Technical Laboratory of the Federal Bureau of Investigation the personnel is made up of those who have had technical and scientific training and experience, and the selection of the personnel to work in this Laboratory is made after most careful scrutiny of the record, character.

(Continued on page 18)

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CIVIL SERVICE PREPARATION

FIREMAN

The present Fireman eligible list expires on December 14, 1941. The next mental examination should be held not later than June, or seven months from now.

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

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

PATROLMAN

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

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

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

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Navy Yard to Expand Employment Opportunities

The Brooklyn Navy Yard is planning to hire thousands of new employees, according to revised estimates received at the Navy Department headquarters in Washington from the commandant of the station. And Washington has approved the expanded schedule.

The Yard's estimates were made on September 1, The LEADER learned, and between that time and the early part of 1942 they call for the addition of 11,535 employees.

The plans call for hiring of 2,282 employees by the year's end. During the first four months of 1941 it is proposed to employ 1,643 employees; the next four months, 2,449 additional workers, and for the last four months of 1941, 1,587 workers.

During the first six months of 1942 the Yard expects to hire 3,574 employees.

May Speed Up

The estimates, of course, are subject to change, most likely a speed-

up should the international picture take a change for the worse.

However, the commandant, in his report to Navy officials, pointed out that the proposed expansion outlined in his estimates was about the maximum that could be efficiently absorbed.

Navy officials also estimate that expansion in other yards and Naval stations between now and the first six months of 1942 will require at least 100,000 new employees. Most of the new workers will be skilled laborers, but there will be also a proportionate number of clerks and common laborers.

The LEADER will keep its readers fully informed of all developments in Navy Yard jobs.

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CIVIL SERVICE IN NEW YORK STATE

By MORTON YARMON

State Trooper Exam Announced; Open for Men Between 21 and 40; No Application Fee Required

A new examination for State Trooper, open to men between 21 and 40 who stand at least 5 feet 10 will be held by the Division of State Police on Monday, December 16, in the Capitol at Albany and at the Westchester County Center Building, White Plains. There is no filing fee charged.

Filing has just been opened. Blanks may be obtained in person or by mail from the Division of State Police, Capitol, Albany. Applications filed by mail must be postmarked by midnight of Sunday, December 1, or filed in person in the office of the Division not later than midnight the next day, Monday, December 2.

The current list, which originally contained 295 names, expires on April 24, 1941. Appointments from the list to be established as a result of the December 16th test will be made after that date. Starting salary is \$900 a year.

Number 236 is the latest appointment from the current list. No vacancies exist at present, and there is no way of checking at this time on how many further appointments will be made before April 24.

What the Test Covers

The exam is divided into four parts:

1. Written, covering matters of general information and other subjects designed to test general intelligence.
2. Oral interview, to determine mental alertness, soundness of mind, initiative, intelligence, judgment, address, and appearance.
3. Physical.
4. Investigation of moral character.

The written test will be made up of several sections, and the applicant must obtain a rating of at least 75 per cent on each.

According to the announcement by Superintendent John A. Warner, appointment will not change conscription status under the Selective Service and Training Act.

Requirements

Fourteen requirements must be met by each candidate:

1. United States citizen.
2. He must have reached his 21st birthday and not have passed his 40th birthday by December 16.
3. Of sound constitution.
4. He must measure not less than 5 feet 10 inches in bare feet.
5. Free from all physical defects.
6. Physically strong, active, and well proportioned.
7. Weight in proportion to general build.
8. Have satisfactory hearing.
9. Have satisfactory eyesight without glasses.
10. Of good moral character and habits.
11. Mentally alert and sound of mind.
12. Prove graduation from senior high school or its equivalent.
13. Have a New York State auto driver's license.
14. Have no conviction for crime within New York State or elsewhere.

Candidates are not to mail their citizenship papers, birth certificates, school certificates, or driver's licenses, proving that they meet the several requirements, but are to produce them at the time of the physical exam.

DPUI Policy On Outside Work

The first declaration of policy on the troublesome matter of what type teaching courses State officials may give emerged last week from the office of Milton O. Loysen, executive director of the Division of Placement and Unemployment Insurance.

It is whispered throughout State offices that the policy was issued in answer to questions raised in conjunction with Saturday's test for Unemployment Insurance Referee. Many DPUI employees were contacted by candidates and others to give lectures which would help prepare for the test.

Loysen's policy holds:

1. Payment may be accepted for teaching or lecturing in connection with a regular course given by a recognized institution of learning. It is assumed that the employee's work in the Division will not be interfered with.
2. No payment may be accepted and no fee should be charged in a

course offered by an employer or employee organization.

Not for Profit-Makers

3. Offers to teach courses for profit-making enterprises must be declined. All doubtful cases are to be referred to the Personnel Administrator.

In addition, staff members agreeing to teach the operation of the Unemployment Insurance Law or any other subject connected with the work of the DPUI are requested to notify the Personnel Administrator of the name of the sponsor and the nature of the course.

State employees await similar rulings from other State departments.

Changed Rules For N. Y. State

The probationary period for Attendants and Nurses in State institutions shall be three months, according to proposed changes in the Civil Service rules and regulations now before Governor Lehman.

This is the feature of a series of recommended changes in Civil Service rules by the Sub-Committee on Rules and Regulations of the Governor's Committee on Reclassification, which is moving non-competitive jobs into the competitive class.

The rule affecting Attendants and Nurses continues: if the conduct, capacity, or fitness of the probationer after one month of service is not satisfactory, his services may be discontinued at any time during the remainder of the probationary term.

Affects 10,000

This rule, if approved by the Governor, goes into effect for more than 10,000 Attendants in the Mental Hygiene institutions on January 1. After that date, all appointments will be made from the list established on the basis of the test taken June 29 by 16,250 candidates. The fact that Nurses are included probably indicates that the committee plans to place the 2,000 Nurses in the State's institutions in the competitive class as well.

On Hospital Appointments

Another sub-committee is now studying the boundaries of zones in which Attendant appointments will be made. According to the plan, appointments will be made only to institutions within the zone in which the eligible resides. This would apply to Parole Officers in the Executive

Department as well as Attendants and Nurses. If the list of eligibles in one zone is exhausted, the rules provide further that a list of eligibles from another district shall then be certified.

For the purpose of certification by zone, the residence of an eligible shall be his legal residence at the time he files his application. However, if he changes his residence from one zone to another, he shall be eligible for certification and appointment in the order of rating on the basis of his new residence, one month after he notifies the Commission of the change.

More Stringent

The rules regulating appointment are made more stringent: A person who fails to report for work after accepting an appointment is stricken from the list, and may be restored only upon written application giving reasons which are acceptable to the Commission.

Four acceptable reasons are listed for declining appointment:

- 1) The salary is less than the minimum announced in the examination notice;
- 2) Location of employment is not

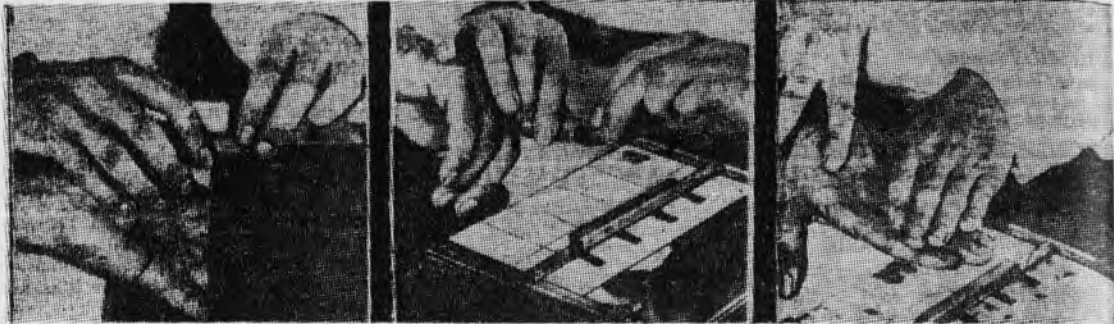
Notice

The Leader recommends that all men between 21 and 40 who are at least 5 feet 10, and otherwise meet the requirements listed to the left, speedily file for the State Troopers test. State Trooper is a glamorous, outdoor job that presents the conscientious young man with a good-paying exciting career.

The Leader particularly recommends this test to those who competed in the following recent tests:

- 1) The Patrolman exam.
- 2) The Sanitation Man exam.
- 3) The last Fireman exam.
- 4) The Customs Investigator exam.

Remember, too, that there is no filing fee.



FINGERPRINTS OF STATE EMPLOYEES

are now being taken prior to appointment. Taking rolled prints is seen in the first two pictures. The bulb of the finger is placed by the operator on the ink pad, the plane of the fingernail at right angles with the plane of the ink pad. The finger is then turned over or rolled until the bulb surface faces the opposite direction. On the extreme right we see a plain impression being taken of all the fingers of one hand at the same time.

Where Do I Stand?

The following are latest certifications from popular State lists in Albany and New York. (These lists have recently been reclassified from the top):

	Percentage	Standing
Junior Stenographer		
Temporary—New York—\$900	86.90	830
Temporary—Albany—\$900	82.60	1888
Permanent—New York—\$900	87.70	607
Permanent—Albany—\$900	83.00	1827
Junior Typist		
Temporary—Albany—\$900	87.90	954
Temporary—New York—\$900	88.32	813
Permanent—Albany—\$900	88.20	847
Permanent—New York—\$900	88.90	665
Assistant Typist		
Temporary—Albany—\$900	87.09	241
Temporary—New York—\$900	80.539	1305
Permanent—Albany—\$900	88.10	119
Permanent—New York—\$900	89.26	58
Assistant Stenographer		
Temporary—New York—\$900	81.50	1705
Temporary—New York—\$1,200	84.59	1048
Temporary—Albany—\$900	79.00	1956
Temporary—Albany—\$1,200	78.50	1988
Junior Clerk		
Permanent—Albany—\$900	83.025	2193
Permanent—New York—\$900	86.90	519
Temporary—Albany—\$900	83.70	1783
Temporary—New York—\$900	85.60	921
Assistant Clerk		
Temporary—New York—\$960	88.02	502
Temporary—New York—\$1,200	89.25	243
Temporary—Albany—\$700	84.10	2936
Temporary—Albany—\$1,200	87.27	776
Assistant File Clerk		
Permanent—Albany—\$900	85.60	1137
Permanent—New York—\$900	89.50	100
Temporary—New York—\$1,200	87.90	319
Temporary—Albany—\$1,200	87.40	429
Temporary—Albany—\$900	85.50	1163
<i>Latest permanent appointments from these lists are:</i>		
Junior Stenographer		
Albany—\$900	84.20	1544
New York—\$900	87.30	709
Assistant Stenographer		
New York—\$960	87.49	405
Albany—\$1,060	89.10	166

desirable, where certification is made on a State-wide basis;

3) Temporary inability to accept employment, which must be satisfactorily explained;

4) Limited duration of the employment.

(THE LEADER will keep readers posted on the progress of these proposed changes.)

Less people are taking Civil Service exams . . . More jobs are available . . . Your chances are better . . . THE LEADER keeps you informed of all opportunities.

ASCSE Offers Reduced Rate to New Members

Fourteen months of membership in the Association of State Civil Service Employees for the price of 12 awaits new members joining now. This is in accordance with a resolution adopted at the annual meeting last month:

"Be it resolved, that eligible State employees who join the Association after this date as new members shall be admitted to full membership for the balance of 1940 and all of 1941."

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Civil Service News-Briefs

Reclassification for Engineers, Architects

A public hearing was held by the Municipal Civil Service Commission last Friday on a proposed reclassification of the engineering and architectural service. Nearly 50 persons appeared at the hearing, many of whom expressed opposition to three amendments to the resolution which have been suggested by the State Civil Service Department.

The amendments are: 1) That landscape architects and draftsmen should be included in a separate service; 2) that structural steel draftsmen, Grade 4, should be reclassified; 3) that inspectors should retain their rights as heretofore to any promotional opportunities and should not be subject to higher educational and professional requirements.

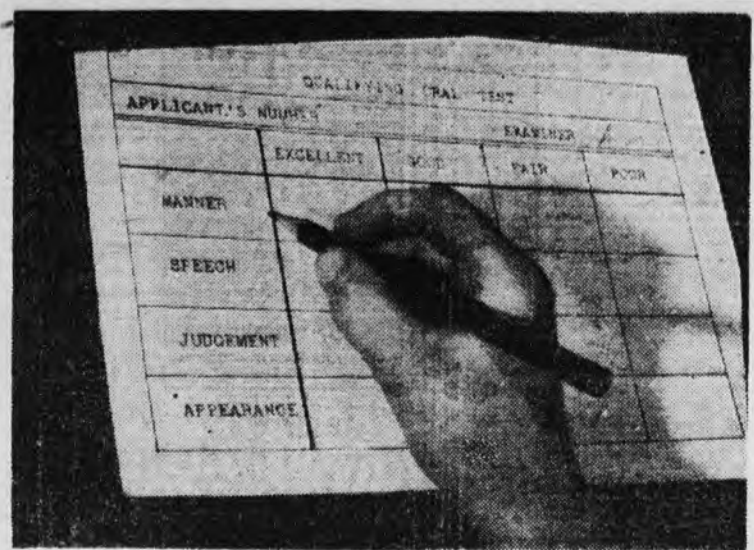
Most of the opposition, which was led by Charles A. VanHorn, of Local 65, Technical Engineers Union (AFL), was directed at the second of these amendments. Van Horn declared that by reclassifying structural steel draftsmen, Grade 4, as engineers would "lift an entire group and give them priority rights" and "destroy the equity of Civil Service."

Others who spoke at the hearing were: Gustave Freeman, a member of the Association of Engineers of New York; George Curran, of the Federation of Architects, Engineers, Chemists, and Technicians (CIO); James C. Quinn, secretary of the Central Trades and Labor Council; and Philip Brueck, of the Civil Service Technical Guild.

"Selective Cert" Plan Hits Snag

Several weeks ago Clifford T. McAvoy, second deputy commissioner of the Department of Welfare, asked the Municipal Civil Service Commission to use selective certification on the list for Clerk, Grade 2, so that Irving Babbitt, who is No. 1,562 on the list, could be appointed as Statistical Clerk (with knowledge of Drafting). Babbitt is currently employed in the welfare department as a Statistical Clerk (with Knowledge of Typing) and, according to McAvoy, is skilled in drafting statistical charts.

The Commission turned down this



—From "Merit System Advancing".

HOW AN ORAL EXAM

is marked. The manner, speech, judgment, and appearance of the candidate are all probed, and the examiner gives him a rating on each. Oral exams are an integral part of the testing procedure of city, State, and federal services.

request on October 28. Last week it had up for consideration a vigorous protest by the Junior Statistician Committee against any attempt to use selective certification on the clerk list in order that Babbitt would be reached for appointment, and it also strongly urged that selective certification be used on the Junior Statistician list in order to fill the job. The Committee pointed out that the 22 eligibles on the Statistician list were the survivors of an original 700 who took the exam, that certainly among them would be found one with the necessary clerical and statistical experience.

Last week despite this protest, the Commission decided to disapprove the request that the Junior Statistician list be used.

Dentists to Serve As Provisionals

Permission was granted to the Department of Health this week by the Municipal Civil Service Commission to employ 39 provisional part-time dentists until the examination which is now being held to establish an eligible list for the position is com-

pleted. The provisional dentists will receive \$5 a session for approximately 200 sessions a year.

A suggestion that the eligible list for Dentist (full-time) be used in filling the 39 vacancies was rejected by the Commission on the grounds that the test which produced this list pertained solely to work with adults and did not cover diet or other phases of child health work that are essential to the part-time position.

Upstate Postal Tests

Application for Substitute Clerk and Substitute City Carrier at Canajoharie must be on file today at the Second U. S. Civil Service District, 641 Washington St., New York City. The exam date has not yet been set, nor has it been set for tests in Watertown, Onondaga, or Wynantskill, for which filing ended last week.

Candidates must be residents of the particular city to be eligible.

No New Test for Licensed Fireman

A request by the Association of Engineers, Firemen and Oilers that

the Municipal Civil Service Commission hold a competitive exam for Licensed Fireman was denied this week. However, the Commission said that since the current eligible lists for this position (both competitive and promotion) would end July 27, it would "entertain" a similar request a month or two before that date.

The present competitive list for Licensed Firemen contains some 18 names and the preferred list has 14.

Masonry Inspector Sent to Hospital Dept.

The list for Inspector of Masonry and Carpentry, Grade 3, was re-certified to the Department of Hospitals as appropriate for Inspector of Repairs and Supplies, Grade 3. The Municipal Civil Serv-

ice Commission also ordered the pay-rolls of provisionals in the latter title stopped.

Won't Use 'Selective Certs' for Examiner

A request that the new selective certification policy of the Municipal Civil Service Commission be used on the eligible list for Assistant Engineer (promotion) to fill a vacancy as Civil Service Examiner (Civil Engineering) was turned down this week.

The request was made by Solomon Frisch who stated that he was qualified for the job. The Commission decided to complete the exam for Civil Service Examiner (Civil Engineering), which is now in progress, before making an appointment to the post.

Mental Hygiene Notes

By JOHN F. MONTGOMERY

Credit Union

In six months of operation, 325 employees at Kings Park have joined the Kings Park Federal Credit Union. Assets to date already total more than \$7,000. The union was sponsored and founded by the local chapter of the Association in April.

At the organization meeting, the following were elected: president, Kenneth V. Borey; vice-president, Dr. Isadore Schnap; secretary-treasurer, Ernest Palcic; directors, Irene Sullivan and Clarence Lyons. On the credit committee are Charles Shaller, Ralph Piper, and Michael Long, on the supervising committee Edward Sommer, Lloyd Anderson, and Charles Collins.

New Secretary

Meet the new secretary of the Mental Hygiene Department. He's Clarence H. Pierce, who left his duties as executive director of the Erie County Department of Social Welfare to take over the post made vacant August 30 by the sudden death of Lewis M. Farrington.

Here's his career in quick summary: graduated by the University of Michigan in 1931; won Avery Hopwood Award of \$1,000 for creative playwriting in 1932; attended Western State Teachers' College, Kalamazoo, in 1933; worked for the Pennsylvania Emergency Relief Bureau from 1934-36; studied at the New York School of Social Work during 1936-37; since September, 1937, served as Assistant Professor of Public Welfare and Public Administration at the University of Buffalo's School of Social Work.

As executive director of public assistance in Erie County from May,

1938, he completely reorganized the Department of Social Welfare.

The Budget Bugaboo

The need for legislative aid has just come in from a new source. The grievance committee of Willard State Hospital chapter, council 323 of the Civil Service Forum, submitted several complaints to the hospital personnel board. The latter body agreed that the demands were justified, then blamed the lack of funds allocated in the previous budget.

Submitted were these grievances: 1. Employees are working out of title—kitchen helpers as cooks; cooks as charge cooks; charge attendants working for attendants' pay.

2. Employees are working two and three split shifts, and putting in more than an 8-hour day—dining room employees want eight consecutive hours; dairymen want the same; an opinion from the Attorney General is sought on whether policemen and watchmen come under the Ostertag 8-hour law.

Superintendent Travis was represented at the meeting by Dr. Pamphilon and Dr. Sam H. Paltz, while the employees' case was presented by A. Driscoll, chairman; F. Webb, E. Therkildsen, and M. Whitney.

Bowlers

Queen bowler of them all at Harlem Valley is Ruth Bickle, who has been picked to head the bowling club that meets Tuesday evening at 7 o'clock. Other officers are Clara Green, vice-president; Alyce Kowalski, secretary; Virginia Blair, treasurer; Esther Bottiglieri, sergeant-at-arms. Committee members are: prizes—Charlotte Linehan, Miss Bottiglieri; rules—Catherine Wall, Miss Blair; schedule—Emily Saunders, Inez Brillard.

PARK TOPICS

B. R. MEEHAN

The Retirement System

Because membership is mandatory in the New York City Employees' Retirement System after the completion of 6 months of permanent service, (although one may become a member immediately upon appointment) questions often arise as to the privileges and obligations of becoming a member; or what the insurance and pension protections of the system afford. This and subsequent articles to follow will attempt to expound the Retirement Law in simple terms. (Explicit information relating to the Retirement Laws may be procured by consulting Chapter 3, Title B of the Administrative Code or by writing the office of the Retirement System, Room 1327, Municipal Building, Manhattan.)

Forms for membership in the Retirement System can be procured through the payroll clerk of the Dept; or from the retirement office. The forms should preferably be filed through the Dept.

One may retire 30 days after making the demand, while in employ of the city's service regardless of length of service, if minimum retirement age has been reached. Minimum retirement age for the clerical groups is 60 years; for mechanics 59 years and 58 years for the laborer. One may elect to retire at age 55, if he so chooses. This would require a slightly higher contribution.

Retirement at age 80 is mandatory; 70 is top age unless the dept head and the Board of Estimate approves continuation of services up to two years each.

mately 1/66 of the average salary for the five best consecutive years since last becoming a member, multiplied by the number of years of service.

Group Two (Mechanic): approximately 1/68 of the average salary for the five best consecutive years since last becoming a member, multiplied by the number of years of service.

Group Three (Clerical): approximately 1/70 of the average salary for the five best consecutive years since last becoming a member, multiplied by the number of years of service.

The allowance for each year will be increased to about 1/60 if, when becoming a member, or before Oct. 1, 1940, one elected the right to retire at age 55.

(Continued next week)

Mulholland Feted

Upon James V. Mulholland, Director of Recreation, was bestowed the "citation of merit" by the Park Association of New York for his untiring contributions to the city's park system. The luncheon was held Nov. 7, at the Bankers Club, downtown Manhattan, and attended by many park notables.

Many of the present day park innovations have been the brain-children of Mr. Mulholland. He entered the park system in 1923 as Supervisor of Recreation in Manhattan after a successful career as teacher in New York City's school system and as supervisor of evening and community centers of the Board of Education.

Odds 'n' Ends

Per annum employees who worked Armistice Day are to receive time off with pay. Veterans employed on per diem basis who took the day off with pay to participate in the Armis-

lice Day ceremonies have been requested to furnish the proper credentials . . . Is the political feud between auto engineers Moses Yablansky and John Geraghty at Manhattan Garage—Randall Island over now that election has passed? . . . Assistant Borough Director Donnelly of Manhattan is back on the job after a recent illness . . . Also recuperating from recent illness is Housesmith Frank Coyle of 86th St. shops, Manhattan . . . A bill introduced in the City Council last week by Vice Chairman Joseph T. Sharkey and Councilman Anthony J. Digiovanna provided for holiday off with pay for all per diem city workers. Should the bill be passed it will accord the per diem employes the same holiday-off privileges as those on per annum basis. Holidays included in the group are: New Year's, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Armistice Day, Thanksgiving and Christmas . . . Manhattan letterer Joseph Lipari and his adept assistant Bill Wardell have been a subject of a two-page article in a recent issue of Cue Magazine . . . Lipari is responsible for those familiar "Keep Off the Grass" signs displayed so conspicuously through the city's parks. He's credited with producing some 40,000 such signs in the last ten years. Once when a boy Lipari tried to test his ability as a caricaturist by sketching a picture of a local policeman; but was soon the recipient of a swift kick in the seat of his pants, when the customary big feet were included in the sketch . . . Tuesday evening Nov. 19, will terminate a two-evening session of both Manhattan and Brooklyn units of the Park Department Playground Directors' Association. The Manhattan unit meeting at the West Side Y.M.C.A., 5 West 63rd St. with the later unit meeting at the Brooklyn Central Y.M.C.A., 55 Hanson Pl. All members are requested to attend. The proposed reclassification program of the Civil Service Commission will be discussed and analyzed.

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Civil Service LEADER

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Tuesday, November 19, 1940

Another Job for Mead

AS the day approaches when the nation will call up its first draftees, the need for legislation and departmental policies to protect Civil Service employees, eligibles and applicants increases. The LEADER has already taken steps in this direction by preparing a bill which would provide for salary differentials, protection of seniority, promotion, service rating and other privileges for Civil Service Employees who are drafted. It also provides that employees must be given back their jobs after their year of service.

Additionally, it protects eligibles on State and city competitive and promotion lists.

Legislation is needed to protect federal employees, and before Congress adjourns it should pass the necessary bills. The LEADER calls on Senator James M. Mead, who has long been the friend of Civil Service employees, to take the initiative for such legislation. It also calls for the support of all Civil Service organizations for new laws to protect the drafted Civil Service worker, eligible or applicant.

And, finally, it urges the various Civil Service Commissions to make provisions for men who want to take exams while they are in camp.

Work for the 11-Squad

EVERY one of New York City's 19,000 cops should work energetically for the 11-squad chart. THE LEADER, recognizing this as a great advance in working conditions for the cops, has endorsed the 11-squad system. Joseph Burkard, president of the PBA, and other officials, have been striving for many months towards the adoption of this better working system. Burkard has officially praised the campaign of THE LEADER for the 11-squad chart.

Today, New York City's cops do not have a single day off, in any real sense of the word. While they may have a 36-hour swing, they must work every day. Anyone knows that a cop's job is not an easy one. They need a break in their day after day grind as much, if not more, than any one else.

It is to the interest of every member of the Police Department to aid efforts for the adoption of the 11-squad working chart. We believe it will not only help the men, but in the long run will increase the efficiency of the department as a whole.

A bill will soon be introduced in the City Council to authorize the 11-squad chart. We hope it will be passed and we urge all members of the Police Department to get behind it. Meantime, you should send in the petition which is published in this issue of THE LEADER, and which will be presented to the Mayor in an effort to enlist his support.

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

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

Name.....

Precinct.....

Home Address.....

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

Merit Man

Jesse
Ira
Krauss



THE Clerk of the Surrogate's Court of Kings County is energetic, 34-year-old Jesse Krauss, who's been a Civil Service employee for 11 years. Krauss' job is an odd one, in that he's technically a State employee paid by New York City out of Kings County funds.

Jesse Krauss is well known in Brooklyn for his political and other activities. For the last two years he has been president of the Kings County Civil Service Employees Association, and financial secretary of the Federation of County Employees, an organization covering civil workers in the five counties in New York City. Recently, he was active in the Civil Service Non-Partisan Committee for the Re-election of Roosevelt and Mead.

Krauss' work in the Surrogate's Court is of a quasi-legal nature, but he's well equipped to handle it. After he got his first Civil Service job, he received an LL.M. degree from the Brooklyn Law School of St. Lawrence University and was admitted to the bar.

Fascinating Work

"We handle more cases of one type in a single day than the average lawyer handles in a lifetime," says Krauss, whose duties consist of clearing the thousand and one items that appear on the court's calendar, passing on papers, interviewing attorneys, studying the construction, provisions and language of wills, and miscellaneous other work.

Of his job, Krauss says enthusiastically, "I find it fascinating. You run into a new situation every day."

One of the most interesting aspects of his job is that involved with handling wills. He runs into queer ones, such as the recent will written entirely on a large board. Others turn up in verse. Of these he says: "They're good if properly executed."

"We had one will in which a man said simply 'all to my wife.' It was held to be good, since he had two witnesses."

About Wills

We learned some interesting things about wills from Krauss. For example, more than half the people never leave them. To be valid a will must be signed by two witnesses; and must be in writing, except for soldiers' wills. If a soldier is going into battle and fears he may be killed, he may make an oral will which has standing in the courts.

Another important part of Krauss' work involves adoptions. Each adoption means a thorough check of all the factors involved.

"We have from 400 to 500 adoptions a year, and the number is constantly increasing," says Krauss. "Around 50 percent come from institutions and the rest from private homes."

"Everything is confidential. Quite an air of secrecy surrounds these adoption proceedings because they are delicate family situations."

"There are two schools of thought on whether or not a child should be told he is adopted. I believe he should. Adopted children often say boastfully, 'My mother picked me.' If they are not told, they may be teased by other children and develop an inferiority complex."

Clearing House

Krauss is the clearing house through which the divorce proceedings of the court pass. When a case comes up, it's his job to look over all the facts, study both sides, go over all papers and make recommendations to the Judge.

While this work keeps him pretty busy, he finds time for many outside activities. Right now he's planning a big entertainment in January for the Kings County Civil Service Employees Association, which is the oldest employee group in New York State. Some of its current objectives include: 1) a five-day week; 2) proper draft legislation to protect employees who are marshaled into military service; and 3) adequate pension rights and protections.

Krauss, who has received a

Don't Repeat This!



THE WAR in Britain has brought about long-overdue reforms in Civil Service... Signs of growth in Washington: new trolley tracks are being laid out, and bus drivers are at a premium... Don't miss the City Commission's exciting movie short, Merit System Advancing... Posters are all made, warning New Yorkers what to do in case of an air raid. WPA did the work... If the rumor is true that Frank Walker will quit as Postmaster General to succeed Will Hays in Hollywood, why did he move his family down to Washington?... Howard Jones is back on the sick list...

Election Notes

The recent campaign brought out much confusion between the Association of State Civil Service Employees and the Civil Service Association of the State of New York. The latter group, upstate counterpart of the Forum, supported Willkie... Among the supporters of the Ramspeck bill is Tennessee's Senator McKeller, not so long ago a spokesman of the first grade... Census Bureau employees are deserting for the War Department, where they get permanent status and promotion opportunities after a year... Stenos and Typists are so much in demand in Washington that the U. S. Commission is disregarding the quota...

Moving Dept.

There's no way of stopping a State employee from living outside the State once he's been appointed... Head G-Man J. Edgar Hoover loves to cook. His specialty is turtle soup. Gals: write this column for his recipe... State employees are being blamed for a 15 percent increase in the electric light bill in the State Office Building in Albany... New York City schools are complaining that the smudges of fingerprints from Civil Service applicants are dirtying up their walls... The "code of ethics" handbook of the State Taxation Department is copied by government agencies all over the country...

number of promotions after passing Civil Service tests, has his eye on the job of Law Assistant to the Surrogate's Court. It's an exempt position, but he'd like to have a crack at it.

letters

PBA Endorses 11-Squad Chart

Sirs: May I extend to the CIVIL SERVICE LEADER sincere appreciation for the splendid support you are lending to our association in our effort to obtain for the members of the force a "real day of rest."

Your very timely articles concerning the 11-squad working chart for patrolmen undoubtedly will be a great benefit in aiding us to a successful conclusion regarding this very humane measure.

JOSEPH J. BURKARD,

President, Patrolmen's Benevolent Ass'n.

Job Transfers Should Be Easier

Sirs: I have been a reader of the CIVIL SERVICE LEADER from its inception and have endeavored to get a lot of people interested in your paper. Each time it comes out I buy it and after reading same I pass it around to all my friends and ask them to return it as soon as they are through with it. They were always asking for

isn't there something that you can do to make things easier for those of us who wish to work at different locations, or prefer to go to other departments?

A. G. MONAHAN.

THE LEADER has been urging the Civil Service Commission to set a job transfer plan into operation. The beginnings of such a plan are already apparent. You may rest assured that THE LEADER will continue to make every effort to see to it that some feasible method of job transfers is worked out.—EDITOR.

Fireman Wants 11-Squad System

Sirs: I have been a reader of the CIVIL SERVICE LEADER from its inception and have endeavored to get a lot of people interested in your paper. Each time it comes out I buy it and after reading same I pass it around to all my friends and ask them to return it as soon as they are through with it. They were always asking for

your paper each Tuesday. Now I am glad to see they are buying it themselves as they are themselves constant buyers and readers of your paper.

I am going to have them all sign the petition for 11-Squad System for our Policemen to get a full day off. I want you to start giving the Firemen the same kind of a boost—include them with the Police as they also work the 10 Squad System and do not receive a full day off. I honestly believe that the Mayor would look at this matter more favorably if the Firemen were included. (You know he is called the Little Fireman.)

All the Firemen believe you are prejudiced in looking for the 11-Squad System for policemen alone and I really believe you never even thought of it along this line.

Thank you for whatever you can do to help Firemen receive the 11-Squad System, and your column on Fire Bells, which everyone of us reads and looks for each week.

A FIREMAN.

Thanks for the kind words. We'll look into the possibility of 11-squads for Firemen.—EDITOR.

FIRE BELLS

By JAMES DENNIS



Toys to Kids

Members of the Fire Department this year again are cooperating with the Juvenile Aid Bureau of the Police Department in distributing Christmas toys to kids who otherwise would not get them. Company commanders have been instructed to accept all toys left by public-spirited citizens. Those which are broken will be repaired.

Fire Fighting in London

Commissioner McElligott talked via ABC and transatlantic shortwave a few days ago with Chiefs Frederick Widemeyer, Daniel A. Deasy and Fireman George J. Scott, who are in London as official observers of the work of the London Fire Department and volunteer Fire Brigade. The Mayor also participated in the program and declared to the firemen in London: "You boys keep up the same spirit that you have seen in England how much we admire them and to keep their thumbs up. We are right back of them!"

Here's an excerpt from the broadcast:

McElligott: Listen, tell us briefly your impression of an air raid in London. We would like to hear about it.

(Silence).

McElligott: What is the matter, are you getting one now?

Deasy: No, no. In all the air raids of London the public is very calm under all conditions. There is little or no interference with the normal life of the city. The London Fire Brigade particularly operates under all conditions.

McElligott: Does the London Fire Brigade operate while the air raids are going on?

Deasy: Absolutely.

McElligott: While the air raids are going on, does the Brigade patrol the streets of London?

Widemeyer: No. The Fire Brigade does not patrol the streets of

London during the air raids. They wait at the stations for all calls.

McElligott: Now, Chief Deasy, how are alarms of fire transmitted during an air raid?

Deasy: First, they are transmitted by street alarm boxes; secondly, by telephone; thirdly, by air raid wardens and also by the public, the foregoing communications not being available.

McElligott: How many auxiliary firemen are there operating in the London Brigades?

Deasy: Twenty-six thousand.

McElligott: You said before the morale of the public was splendid at all times and particularly during air raids. That is true, I understand?

Deasy: Absolutely.

Post Plans Dinner

The Uniformed Firemen's Post 1171, American Legion, will hold an installation dinner and dance at the McCarthy and Hayes Restaurant, 469 Kings Highway, Brooklyn, on December 3.

St. George Assn.

The St. George Association of the Fire Department will hold a regular meeting on Tuesday, November 19 at 7 p.m. A buffet supper will be served. A number of important matters will be considered, including the nomination of officers and reports from the entertainment committee on the reception at Manhattan Center, scheduled for December 6.

Like to Play Basketball?

This column has been requested to announce that Engine Co. 1 of the Yonkers Fire Department has formed a basketball team and that it is interested in obtaining games with teams from the New York City Fire Department. Doug Ormand at Yonkers Fire Headquarters is booking the games.

POLICE CALLS

By BURNETT MURPHEY

Cops Praised for Smooth Job

More praise for New York City's cops was forthcoming last week in connection with the smooth job they did in policing the city and handling crowds on election day. In a special message to members of the force, Commissioner Valentine directed that "every member of the uniformed force be granted two additional days vacation to be taken as the exigencies of the service permit. One will be granted on or before December 31, 1940, and the remaining day during the months of January and February, 1941."

In a letter to Commissioner Valentine, Mayor LaGuardia also expressed his appreciation for the work the cops did Election Day. Said Hizzoner:

"Good police work in any emergency in New York City has become a habit. However, I want to tell you that the men of our department did a magnificent job on Election Day. I am sure the entire city appreciates their splendid services. With the largest registration and vote in any city at any time in the history of our country, the vote was canvassed, cast and tabulated without a hitch.

"Thanks to you all."
F. H. LaGuardia,
Mayor.

of the rights of citizens and this tunnel.

"I hope there will be the same fine cooperation between you men and the city police as there has been between the Police of the Holland and Lincoln Tunnels and the Police of New Jersey and New York. There should be no petty jealousy."

The new tunnel cops were selected from the Special Patrolman eligible list. They will receive \$1,800 and serve a six-months' probationary period. Officers are temporarily selected and permanent ones will be chosen after a promotion exam.

Christmas Toys

"The tense situation throughout the world which is reflected in our own country, should not prevent us from making every effort to bring joy to our children this Christmas," John H. Morris, Sixth Deputy Police Commissioner, declared last week.

Commissioner Morris made this statement in announcing the fifth annual campaign for the collection of toys to be distributed to needy children at Christmas time. The toys are being collected with the cooperation of the Fire Department.

Damaged toys will be repaired and repainted in the quarters of the Emergency Service Division and in Fire houses. They will be stored in various Juvenile Aid Bureau unit offices and Police Athletic League

Welfare Department News

By HENRY TRAVERS

Free Milk

APPLICATION TO JOIN THE U. S. DEPARTMENT OF AGRICULTURE RELIEF MILK PROGRAM

The Department of Welfare is prepared to provide, without cost to you, a pint of milk per day for each child in your family under 16 years of age. This will be done by mailing you, each month, a book of non-transferrable coupons, to be used only for your family. You can exchange these coupons at your local grocery store for milk.

This milk will not cost you anything, as it will be paid for by the New York City and New York State Department of Welfare and the United States Department of Agriculture. If you want to receive these coupons, please sign your name to the following certification and drop this card in the nearest mail box.

CERTIFICATION
I wish to join the United States Department of Agriculture Relief Milk Program.
Signature of Family Head.....

This is the text of the postcard application form which has been sent to every family on the Home Relief rolls with children under 16 years of age. Thousands of cards have already been signed and returned by family heads anxious to take advantage of the plan for their children.

There are approximately 149,000 children under 16 years of age now on the relief rolls.

This program, designed to put to the best possible use the surplus milk now being produced in the New York milkshed, was agreed to between the Mayor, the Secretary of Agriculture, the Commissioner of Welfare, the officials of the United States Department of Agriculture and the New York State Department of Social Welfare. It will become effective on or about December 15, 1940. The milk is free to such families and no reduction will be made in their regular semi-monthly relief allowances. The milk will be given over and above these allowances.

How It Works

If the family signs the postcard application and mails it back to the Department, it will be included in the plan. Then, once monthly, the family will receive with its semi-monthly relief check a book of coupons. Each coupon will be good for one quart of milk. A family that has one child under 16 will receive monthly a book containing 15 coupons; a family with two children will receive a book containing 30 coupons; a family with three children will receive a book with 45 coupons, and so forth. Each coupon will be good for one quart of milk at any retail store participating in the plan.

The food dealer will turn over the coupons to the participating milk companies and will receive appropriate credit for the coupons. The milk companies will submit the coupons to the Department of Welfare for cash redemption at 5c per coupon.

Pays 5c Per Quart

The Department of Welfare will then certify to the Federal Government the number of quarts of milk for which it has paid 5c. The Federal Government will then pay the milk distributing companies the difference between the 5c and the

Centers until ready for distribution.

The police department has issued an earnest appeal to all public-spirited citizens to do all they can to make the toy campaign a success.

Wants Interest

Patrolman Walter Budd, who was dismissed three years ago and reinstated recently, is suing for interest on the \$6,220 back salary which was given to him when he returned to the force. In a petition to the Supreme Court, Patrolman Budd states that Commissioner Valentine had agreed to the pay of interest amounting to \$689.98. Budd was forced to go on relief after he was dismissed, and when he received a lump sum payment for back salary, his relief payments were deducted.

Benevolent Society Meets

The next regular meeting of the New York Mutual Benevolent Society of the Police Department will be held at Germania Hall, 160 Third Ave., Manhattan, on Wednesday, November 20 at 6 p.m. The nomination of officers for 1941 will be one of the important matters to be taken up at the meeting. All delegates have been requested to attend.

actual cost of providing the milk. However, regardless of the bid price of the milk distribution, the Department of Welfare is to pay no more than 5c a quart.

If all of the families with children under 16 years of age participate and the number of such children remains constant throughout the year, 26,820,000 quarts of milk will be distributed in a year, at a cost to the City and State of \$1,341,000. The City will pay 60 per cent and the State will pay 40 per cent.

Since the Federal Government has recently made available to the Department of Welfare milk for free school lunches at a fixed cost of 4c per quart, instead of the 8c and 9c previously paid by the Department, more than \$300,000 in State and City funds will be saved. This money is being used to pay part of the cost of the new milk program for children under 16 years of age. The mailing of the milk coupon books monthly will be done through the efficient mechanized system used to mail out checks, and no additional administrative cost will be incurred.

Harlem Welfare Center

The Harlem Welfare Center Building has been restored to the Capital Outlay Budget of the City Planning Commission. But the Board of Estimate must still approve, and there may be tough sledding ahead, seeing that many groups will want the project abandoned in order to provide a little more cash for their own pet projects.

Closed for Thanksgiving

All food and clothing depots operated by the Commodities Distribution Division will be closed on Thursday, November 21, Thanksgiving Day.

There will be no distribution of commodities on this day with the

exception of 8c. milk which will be sold from 6:30 to 8:30 a.m.

Relief recipients normally scheduled to be served on November 21, were rescheduled for Monday, Tuesday, Wednesday and Friday of this week. Additional commodities were supplied to all depots for these days.

Hot!

That was a sizzling telegram Sam Sorkin, SCMWA, sent to Commissioner Hodgson re the Personnel Rating election. . . . And a scorching letter the Commissioner sent back. Any way you can get together, boys? . . . Incidentally, there's a move under way to have the rating come annually, instead of twice-a-year. Reason: too much work for an understaffed Civil Service Commission.

To Amend Security Bill

Fulfilling a promise made during the heat of the recent election campaign, Senator Robert F. Wagner is expected to introduce an amendment this week to his Social Security Bill pending in Congress to cover all public employees. His amendment will exclude all employees now covered by sound pension systems, including teachers, policemen and firemen.

Announcement of Wagner's proposed action was made by Joseph J. Burkard, president of the Patrolmen's Benevolent Association, who was picked some weeks ago by a group of Civil Service employees to submit an amendment to Wagner.

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21 \$.89	30 \$1.13	39 \$1.50	48 \$2.14
22 .91	31 1.16	40 1.56	49 2.24
23 .94	32 1.19	41 1.61	50 2.35
24 .96	33 1.23	42 1.68	51 2.46
25 .98	34 1.27	43 1.74	52 2.58
26 1.01	35 1.31	44 1.81	53 2.71
27 1.04	36 1.35	45 1.89	54 2.85
28 1.06	37 1.40	46 1.97	55 3.00
29 1.09	38 1.45	47 2.05	

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Name _____

Street _____

City _____ State _____

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Rookies Sworn In

One hundred and fifty new, special patrolmen of the Queens Midtown Tunnel were sworn in last Tuesday by Commissioner Valentine, who told the rookies that their job was to help provide safe and swift transit through the tunnel and to "sell service" to the public in addition.

The Commissioner stated that the new men had almost the same authority as regular city cops.

"It is necessary to clothe you with some police authority," he said. "Of course, you are not to use your authority in any arrogant or aggressive way but in the protection

Question, Please?

by H. ELIOT KAPLAN

CONTRIBUTING EDITOR

Local Appointees May Take Federal Jobs

C. F. J.—The information furnished you elsewhere, that the name of a state or municipal employee will be skipped on a federal eligible list and not certified for appointment, is incorrect. While the Public Officers Law prohibits a person from holding two government positions at one time, it does not prevent a state or municipal employee's name from being certified to a federal job, the same as any other eligible, when he is reached on the list. Before actual appointment, however, he must resign his state or municipal position and furnish the appointing officers with evidence that he has done so.

Family Can Do It

T. D.—While we appreciate the spirit behind the Mayor's order to his department heads not to permit employees earning more than \$1,800 to engage in outside work, I do not believe that it should be interpreted as preventing an employee's wife or other member of the family from engaging in some outside business even when the employee has an interest in it, but does not actually give any time to its operation. Nor do I think it would be a violation of the spirit of the order if an employee followed some hobby that was connected with a minor business venture. However, I suggest that you talk to your department head about the matter. I am sure the department heads are reasonable in their application of the Mayor's order.

Appeals Considered on Merit

M. G.—Whoever told you that the Municipal Civil Service Commission gives no adequate consideration to a candidate's appeal for a re-rating in an exam unless he belongs to a "big organization" or any organization, is talking nonsense. Appeals are considered on the merits of each case. The burden of indicating error on the part of the Commission's examiners is, of course, on the candidate himself.

When Labor Class Goes

M. K.—When and if the labor class jobs are abolished in New York City, there are several possibilities of what may happen to existing eligible lists for labor jobs: (1) they may be continued until they would ordinarily expire under the four-year law; (2) the Commission may terminate them all after competitive exams have been held for the positions; or (3) the Commission may fix a date after which all labor lists will terminate.

Experience Needed

R. O. W.—Unfortunately it is true at the present time that in practically all positions in the technical field, the chances of appointment without actual experience is slim. It is possible—and steps have already been taken in some cases—that the War and Navy Departments may be compelled to accept men with good practical and school training, but who do not have actual experience, and train them in the service. With the shortage of trained mechanics and technicians in many fields, this would appear to be the most sensible solution to the problem.

State Nurses Non-Competitive

E. B. C.—Nursing positions in the State hospitals are now in the non-competitive service, but it is likely that they will soon be transferred to a competitive status. In that event the incumbents will continue in their jobs without having to take new examinations.

Temporary Employee May Remain Eligible

J. V. H.—You should see the Civil Service Commission if you lose any rights as an eligible on a city list if you accept a temporary Federal appointment. The Commission undoubtedly will confirm the view that you remain eligible.

Less people are taking Civil Service exams . . . More jobs are available . . . Your chances are better . . . THE LEADER keeps you informed of all opportunities.

No Permanence For Provisionals

N. R.—There is no way by which provisional employees can obtain permanent competitive status without taking a competitive exam. My suggestion is that if your position is as unusual as you say, or if other exams already held do not apply to your job, that you ask your department to request a competitive test for your position. If the Municipal Civil Service Commission then finds that there could not be sufficient competition for the particular work involved by the uniqueness of the machines involved, it could authorize the department to make permanent appointment on a non-competitive basis.

Not Necessary to Be College Graduate

R. I. G.—Your husband, who had experience as a marine engineer with various steamship companies, and also on Navy transports and minelayers during the World War, should be of value to the Navy Department at this time. It is not necessary that he be a college graduate. He should inquire at the office of the U. S. Civil Service Commission, 641 Washington St., Manhattan, without delay.

Medical Re-exam

S. S.—A candidate for a New York City job who is rejected for a physical defect which can be remedied by medical or surgical care is generally given an opportunity to submit to further medical examination after the condition has been corrected. This privilege is not extended for the whole life of the list, but only a specified period depending on the nature of the physical defect and the needs of the service. The Civil Service Commission's physical and medical bureau will inform you of the period of time allowed in your case. Bear in mind that the re-examination is a privilege accorded by the Commission. It is not a matter of right. The Commission may later decline to permit further medical re-examination if it believes the needs of the service do not warrant it.

Attendants For Insane Criminals

G. O.—The positions of attendants in the State institutions for the criminally insane have as yet not been placed in the competitive class by the State Commission, but probably will be soon. It is doubtful if the new lists from the recent Hospital Attendant exam will be used to fill jobs in the institutions for the criminally insane. Tests of a higher order will probably be held to establish separate lists for the Department of Correction.

No Protection For Custodial Helpers

F. K.—The privileges accorded to draftees in Civil Service positions will not be extended to workers not directly employed in the state or municipal services. Custodial employees in the schools, for example, are considered employees of the janitor-engineers under contract arrangements; and it is doubtful if they would get any protection. These custodial employees are not yet under Civil Service, though it is probable that they may soon be given that status.

"Probational Permanent"

P. L. V.—It is impossible to tell you how long your appointment for Male Nurse in the War Ordnance Division will last. Your "probational permanent appointment" means that if your employment lasts beyond one year (the period of probation required under federal Civil Service rules), your status will be that of a "permanent" employee. As such you will be accorded all the rights and privileges ordinarily given a "permanent" employee. No one, including the Civil Service Commission, can say how long these will continue.

If you accept appointment in the federal service, and do not establish your residence elsewhere in the sense of making the place of your employment your bona fide resi-

dence, you will not lose your right to certification from a New York City eligible list. The Lyons Law does not apply to residents who accept federal appointments.

The Welfare Case

E. R. B.—The application for a temporary injunction to stop the pay of the veteran relief investigators in the Welfare Department was argued before Justice Noonan in the New York Supreme Court last week. The original motion was denied by Justice Hammer on October 26 with leave to supply additional facts as to the similarity of the positions of Social Investigator and Veteran Relief Investigator. Justice Hammer, however, in his decision had indicated that if it appears from the additional facts that the positions are similar, then the temporary injunction would have to be granted. Decision by Justice Noonan is expected soon.

Rejection May Come

A. H.—The examination of the medical staff of the Municipal Civil Service Commission as to your physical fitness is for the purpose of qualifying as eligible for appointment. This does not prevent the Sanitation Department from recommending your rejection. If the Sanitation Department should reject you, relying on its own medical examiners rather than on those of the Commission, the Commission will withdraw your name from the eligible list.

Ehrlich Case

Title Examiners Association—The Ehrlich case involving the right of the temporary title examiners in the Law Department of New York City to continue under permanent status was argued in the Court of Appeals on November 13. Decision is expected in about two weeks. The Municipal Civil Service Commission

This Department of Information is conducted as a free LEADER service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions to Question, Please?, The Civil Service Leader, 97 Duane Street, New York City. If space does not allow printing your answer, you will receive a reply by mail. Therefore, state your name and address. Questions for this column receive thorough analysis by a well-known Civil Service authority.

has agreed to permit the temporary incumbents to continue in their jobs until the court decides the case. In the meantime, certifications from the

new eligible list for these positions have been held up; also the list and appointments, both permanent and temporary service.

CONTENTMENT



. . . the enviable state of mind that usually goes with properly regulated finances. Most financial worries can be cured by a Personal Loan.

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Teachers Newsweekly

THE CIVIL SERVICE LEADER'S MINIATURE NEWSPAPER FOR TEACHERS PAGE ELEVEN



You and I

by May Andres Healy

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

THE Survey Committee report just released by Dr. I. L. Kandel on the procedures and general conduct of examinations by the Board of Examiners of the Board of Education has caused much comment among the teachers over the week end.

Some of the recommendations are definitely approved by all; some are debatable, while others are opposed by the teaching body.

More funds for clerical help and also for research work have been advocated by teachers' organizations for some time past. The Joint Committee of Teachers Organizations sponsored the Holey bill mandating such funds, in order to facilitate the promulgation of lists within a normal time limit.

In each budget, however, these funds have been pared and the Examiners have been unable to proceed with examinations as speedily as they wished.

Examinations which take two and three years to complete are not fair to the candidate or to the school system.

We all heartily agree that additional help along this line should be made available at once.

Fixed Passing Marks

Establishing a fixed passing mark is certainly desirable. It tends to raise the standards and is fairer to applicants.

I do not agree with the report's recommending that the Board of Education extend the competitive system to the selection of virtually all the higher positions. What would big business concerns think of picking their executives by competitive examination?

Personality, which to my mind has long been neglected by the Board of Examiners, is an essential quality for an administrator or an executive. This is never determined by competitive examination. Experience and past ability along certain lines must be considered for such positions. I am afraid we will attract too many of the "milk-toast" type professors who are good book students but who lack the ability to handle personnel and situations which arise in a vast system such as ours.

It is true that we have not always approved of the selections made, but I am sure those selections have been far more successful than any that could have been chosen by competitive examination.

Up to a certain point the examination system is essential. For the selection of leaders it is of doubtful value.

Inbreeding?

The cry of inbreeding is also much overrated. Where could we find better equipped educators than in the largest city of the Empire State.

I believe outsiders should be encouraged into the school system, but I disagree with the report that this practice should be applied especially to the higher positions. It is a likely suggestion coming from those outside our system, and has been advocated by them for a long time. There is no basis of fact which proves that out-of-town educators could bring different points of view to our system. There are, at the present time, many positions in the competitive class which should attract such educators, but seldom do they apply.

If such a practice were adopted it would curtail promotional opportunities for our own scholarly leaders who are most familiar with the conditions in our city.

The proposal to re-examine teachers at the end of the probationary period is one to which most teachers are opposed. Why apply such a policy to teachers only—other competitive systems do not have such a policy. I do believe, however, much more help and observation should be given to probationary teachers, and perhaps a test in teaching ability could be made the basis of permanent tenure.

There are other proposals I will discuss at another time.

Public Hearings

By Coudert Group

Accusations of subversive activities in the schools and colleges of this city are under close scrutiny by the Coudert legislative committee. After a series of private hearings at which officials of the school systems were invited to appear, it was announced that public hearings will be conducted during the beginning of December.

Although the majority of teachers organizations have agreed to cooperate in the probe, Local 5 of the Teachers Union, for instance, has refused to turn over a list of its membership. Paul Windels, counsel of the committee, did not state whether or not contempt charges would be brought against the Local's President, Charles J. Hendley.

It pays to follow THE LEADER.

Byrne Wins Round

Miss Mary B. C. Byrne, through a decision of Supreme Court Justice Pierce H. Russell, last week won another round in her fight for reinstatement as a teacher in the New York City school system. Justice Russell upheld the contention of State Commissioner of Education, Ernest E. Cole, that Miss Byrne was not subject to call for a medical examination by the Board of Education's doctors under Dr. Emil Altman. Miss Byrne, in October 1939, had refused to submit to examination by other than doctors of the Teacher's Retirement Board, and was summarily suspended and later dismissed for this action.

Officials of the Board of Education announced an intention of further appealing the case. If Miss Byrne wins reinstatement, she is entitled to back pay from the date of suspension.

Dr. Altman's fight to oust "unfit" teachers isn't very popular, even after his resignation.

Where and When Exams Are Held

With the first of the tests for academic and commercial teaching positions to begin directly after Thanksgiving, a total of 5,220 men and women will take competitive license examinations for teacher and teacher-in-training posts in the elementary, junior and senior high schools.

Notification of the dates and places of the examinations was sent last Saturday from Board of Education headquarters to all applicants except those for teachers in Fine Arts. This group will hear from the board within a few days—as soon as arrangements for them are completed.

Figures of the Board showed that, as usual, candidates favored English and History examinations, with a commercial course, accounting, the third most popular.

The following is a listing of the locality and time of each examination:

Teacher-in-Training and Regular High School Teacher, History—November 22—1 p.m.—Brooklyn Technical High Schools.

Teacher-in-Training and Regular High School Teacher, English—December 11—3:45 p.m.—Brooklyn Tech.

Orchestra Music H. S. Teacher—December 16, 17—3:45—Brooklyn Tech.

Junior H. S. Music Teacher—December 16, 18—3:45—Brooklyn Tech.

Teacher-in-Training, English—December 18—3:45—Brooklyn Technical High School and George Washington High School.

H. S. English Teacher—December 18, 20—3:45—Brooklyn Tech.

Junior H. S. English Teacher—December 18, 19—3:45—Brooklyn Tech.

High School Speech Teacher—December 16, 17—3:45—Brooklyn Tech.

H. S. Home Economics in Clothing Teacher—December 16—3:45—Brooklyn Tech.

Junior H. S. Home Economics in Clothing Teacher—December 16—110 Livingston St., Brooklyn—10 a.m.

Junior H. S. Home Economics in Foods Teacher—December 17—3:45—Brooklyn Tech.

Teacher-in-Training, Accounting—December 23—1 p.m.—Brooklyn Tech.

H. S. Accounting Teacher—December 23, 24—1 p.m.—Brooklyn Tech.

Teacher-in-Training in Gregg, in Pitman—December 26—1 p.m.—Brooklyn Tech.

Gregg and Pitman Teachers—December 26, 27—1 p.m.—Brooklyn Tech.

Substitute Merchandising and Salesmanship Teacher—December 19—3:45—Brooklyn Tech.

Teacher-in-Training, Regular High School Teacher Fine Arts—December 30, 31—time and place to be announced later.

Junior High School Teacher, Fine Arts—December 30, 31 and January 2—time and place to be announced later.

The Brooklyn Technical High School is located at De Kalb Av. and Fort Green Pl. George Washington High School is at Audubon Av. and 191st St.

Money

New York State pays New York City 46 cents for each high school student in attendance, 29 cents for each elementary school student. Because of a reduction of 37,000 students in its public school system this term, the city is faced with a loss of \$2,000,000 in State aid.

A three per cent increase in average daily attendance would offset this loss by bringing the city \$2,000,000 in State aid. To obtain this increased attendance, Brooklyn's Councilman Edward Vogel urged support of a bill to provide half-fares and free transfers for public elementary and high school students on city-owned rapid transit facilities. Vogel told members of the Parents Association of Bensonhurst Junior High School that the principal cause of absence was the lack of the necessary ten or twenty cents carfare.

Passage of the bill would serve the two-fold purpose of restoring Board of Education funds and helping the city's underprivileged children. The bill sponsored by Vogel and passed in the City Council is now before the Board of Estimate.



TEACHING CLEANLINESS

is one of the most important side-lines of New York's school teachers. From a very early age the child learns not only the value of cleanliness but how best to develop habits of cleanliness

Wives, Husbands May Not Work Together

One hundred New York City married couples assigned to the same school may soon be split if the Board of Superintendents adopts a policy it is now considering. The board considers it undesirable for a husband and wife to work in the same school, since in a couple of cases one is the principal and the other the subordinate.

It is expected that if the Board puts an end to this practice, it will begin by making transfers of either the husband or wife in February to another school.

It is understood that questionnaires are now being sent out to married couples to determine their assignments and to obtain other information. Couples assigned to different schools will not have their status affected. If a husband and wife are working in the same school, but in different departments, they will be called before a committee for a discussion of their situation and may or may not be transferred. Finally, when husbands and wives are in the same school and the same department, a committee will discuss their case, and in most cases recommend transfer of one of them.

Loyalty Oath

After strenuously opposing the Ives Law, which required teachers to swear loyalty to the Federal and State Constitutions, the New York Teachers Guild, in a direct about face, last week passed the following resolution: "The applicant pledges devotion to American democratic principles. He disapproves and condemns all totalitarian philosophies and movements—Fascist, Nazi, Communist. He agrees to cooperate in keeping the guild free from any political factional groups which may accept direction on guild affairs from persons outside the membership."

The executive board is given power to try members for violation of this pledge.

The history of loyalty oaths for teachers dates from post-World War days. Teachers have fought the concept more strenuously, perhaps, than other issues. They have held that such oaths (1) single them out from

the remaining citizenry; (2) carry a subtle implication of disloyalty; (3) impair freedom of teaching—there have been many specific cases; (4) tend to arouse timidity. The Guild's stand, for the first time making an oath of loyalty a condition of membership, will probably cause intense controversy among teachers; will be watched with interest by labor organizations everywhere.

UPA Celebrates First Generation

Celebrating the twentieth anniversary of its founding, the United Parents Association last week held a combination luncheon-meeting at the Hotel Pennsylvania. Speakers at the gathering included Mrs. Franklin D. Roosevelt, Mayor LaGuardia, President James Marshall of the Board of Education, Harold G. Campbell, Superintendent of Schools, and Newbold Morris, President of the City Council.

Mr. Morris revealed that the city is attempting to reverse the procedure by which the schools of this city are financed. This system has the state giving a fixed sum towards maintaining education—and the city supplies the rest. Mr. Morris suggested that this be reversed putting the burden on the state.

Mrs. Roosevelt spoke on the necessity of cooperation between home and school in inculcating good habits in the children; she pointed out, however, that the greater responsibility belongs to the parents.

The U.P.A., it was announced, now has a membership of 100,000 parents enrolled in 240 member organizations.

English, Math

Washington Irving Evening High School, 16th St. and Irving Place, is offering free Civil Service Courses for adults in the following subjects: Civil Service Tests, Civil Service Arithmetic, and Civil Service English. Registration for these courses can be made any evening between 6:30 and 9:30 at the school.

Have you a friend in a training camp? Why not subscribe to THE LEADER for him? It will be a welcome present.

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Examination Requirements

City Tests

ATTENTION: ALL WHO PLAN TO TAKE THE COMING FIREMAN EXAM!

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

Dentist (Part Time) (Competitive)

This is an amended announcement. Candidates who filed last month, may, if they wish, amend their application. Salary: \$5 a day for approximately 200 days or more a year. The eligible list may be used for appropriate positions in a lower grade. Candidates will be appointed for a five-year term. Filing period: November 6 to 27. Fee, \$1.

Requirements
Candidates must be graduates of an accredited college of dentistry; licensed to practice dentistry in the State of New York, and must have had two years of experience in the practice of dentistry.

Deputy Medical Superintendent, Grade 4 (Competitive)

Salary: \$2,700 with maintenance, or \$4,000 without. File by November 27. Fee, \$3.

Requirements
Candidates must be graduates with an M.D. degree from an approved medical school and must have served an internship (after graduation) of at least one year in an approved hospital. They must be licensed to practice medicine in the State of New York. They must, in addition, have had one year's recent administrative experience, or one year's recent work of combined administrative experience, or one year's recent work of combined administrative and clinical experience in an approved hospital or medical institution.

Junior Engineer (Mechanical), Grade 3 (Competitive)

File by November 26. Fee, \$2. Salary, \$2,160 to \$3,120.

The eligible list will be certified as appropriate for vacancies in the positions of Mechanical Draftsman, Grade 3; Mechanical Draftsman (Housing and Ventilating), Grade 3; Junior Mechanical Draftsman (Heating and Ventilating), Grade 3; Mechanical Draftsman (Sanitary), Grade 3; and Junior Mechanical Draftsman (Sanitary), Grade 3.

Requirements
An engineering degree before June, 1941; or graduation from a four-year day high school and eight years' satisfactory practical experience in mechanical engineering; or a satisfactory equivalent. General knowledge of the fundamental principles of mechanical engineering, of physics and mathematics; and of the ordinary sources of mechanical engineering information; ability to prepare field notes or data for plans and reports; familiarity with the use of drafting instruments, instruments of precision and mathematical tables required in the performance of mechanical engineering work.

Marine Engineer (Competitive)

Salary: \$2,520 and \$2,340. The eligible list may be used for appro-

appropriate positions in a lower grade. Fee, \$2. File by November 27.

Requirements
Five years' practical experience below decks on harbor or sea-going self-propelled boats of more than 300 tons, and in addition, prior to the date of the practical test for a Department of Commerce unlimited chief engineer's license for ocean-going vessels, or a chief engineer's license for ferry boats of not less than 2,500 tons, or a chief engineer's license for lakes, bays, and sounds for not less than 2,500 tons, and in addition, a chief engineer's license for Diesel powered boats of not less than 300 tons. The steam license must be exhibited prior to taking the practical test on the steam ferry boat and the Diesel license must be shown prior to taking the practical on the Diesel ferry boat.

Supervising Tabulating Machine Operator (I.B.M. Equipment), Grade 4 (Competitive)

Salary: \$1,800. File by November 27. Fee, \$1.

Requirements
Three years of full-time experience as a tabulating machine operator, or a key punch operator, or operator of other auxiliary machines in an I.B.M. installation, one year of which must have been in the supervision of a tabulating machine installation which included such machines as accounting, key punch, sorters, collators, comparing reproducers, multipliers, etc.

Head Dietitian (Promotion)

This is an amended notice. The exam is open to employees of the Department of Hospitals. File by November 27. Fee, \$1. Salary: \$1,440 to \$1,800.

Requirements
Open to all permanent employees of the Department of Hospitals who now hold or have held the title of Senior Dietitian and who have served continuously in the title for six months on the date of the written test.

Marine Engineer (City-wide promotion)

File by November 27. Fee, \$2. Salary, \$2,520 and \$2,320.

Requirements
Open to marine stokers, water tenders, marine oilers, stationary engineers (custodian engineers) and marine engineers (Diesel) who have had one year's service in the title and six months' service in their department and who have the additional experience requirements outlined under the competitive exam for this position.

Supervising Tabulating Machine Operator (I.B.M. Equipment), Grade 4 (Promotion)

This exam will be held at the same time the competitive test for this position is held. The salary, filing fee, duties, etc., are the same for this as for the competitive exam.

Requirements
Open to all Office Appliance Operators, Grade 2, formerly Tabulating Machine Operators, in the Department of Health who have served for two years in that title, and who have been in the department six months.

U. S. Tests

Elevator Mechanician

Salary: \$1,500. File by November 27. The list will be used to fill positions of Junior Elevator Mechanician. Age limits: 20 to 50.

Requirements
Completion of a four-year apprenticeship as Elevator Mechanician, or four years of practical experience. Each year of completed apprenticeship as machinist or electrician will be accepted in substitution for six months of the required experience. In any case applicants must have had at least two years of experience in elevator construction, maintenance, and repair, including variable voltage control and automatic floor-leveling mechanisms.

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

Boilermaker

Salary: \$1,590, less \$330 for main-

tenance. File by December 6. Place of employment: Army Transport Service, War Department, Brooklyn.

Requirements
Completion of a four-year apprenticeship as Boilermaker, or four years of practical experience in the trade.

Applicants must show that they have had not less than one year on water tube boilers constructed for at least 150 pounds working pressure.

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

Deck Engineer

Salary: \$1,590. File by December 31. Place of employment: Army Transport Service, War Dept., Brooklyn (home port). For duty on transports plying between Brooklyn, New York, Panama, Puerto Rico.

How to Apply for a Test

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

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

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

For Federal Jobs: Obtain applications from U. S. Civil Service Commission, 641 Washington Street, New York City, (9 a.m. to 4:30 p.m.), in person or by mail. Also available from first and second class post offices, Second District.

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

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

Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment. Applicants for State jobs must have been New York State residents for one year.

The "weights" listed for various titles on these pages refer to the relative value of each part of the exams. Therefore, if the weight of the written part of an exam is 30, this means that the written part counts for 30 per cent of the final mark.

San Francisco and Hawaii. Age limit: 50.

Requirements
Four years of experience in the operation, maintenance, or repair of machinery such as winches, windlasses, hoists, capstans, or similar equipment. Not less than six months of this experience must have been on shipboard. Experience as all round machinist will be accepted as qualifying for not more than two years of the required experience.

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

Storekeeper (Deck)

Salary \$1,182, less \$252 for maintenance. File by December 31. Place of employment: Army Transport Service, War Department, Brooklyn (home port). For duty on transports plying between Brooklyn, Panama, Puerto Rico, San Francisco and Hawaii. Age limit: 53.

Requirements
At least one year of experience in the deck department at sea during which he must have performed the duties of boatswain, or of deck storekeeper. Candidates must also be certified lifeboat men and able to produce evidence to that effect.

Basis of Ratings
Applicants will be rated on a written exam on a scale of 100. This will consist of a general test and special questions pertinent to the duties of the position. It will take about 3½ hours.

Elevator Dispatcher

Salary: \$1,500. File by November 22. Place of employment: Quartermaster Service, War Dept., New York. Port of Embarkation, Brooklyn. Age limits: 20 to 55.

Requirements
Applicants must have at least six months of experience as dispatcher of electric elevators, the movements of which are regulated from and registered at either visual or remote control switchboard.

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

Chief Laboratory Mechanician

Salary: \$2,600 (when actually employed). File by December 9. Cotton Hosiery Investigations Project, Bureau of Home Economics, Department of Agriculture. Age limit: 50.

Requirements
Four years of experience in the operation and adjustment of a battery of modern knitting machines in the production of cotton hosiery from designs. Such experience must have involved the building of chains for various styles of machines, setting, resetting, and changing of picot points according to texture and design required.

For each year of the required experience, applicants may substitute each successfully completed year of a course of study in mechanical or textile engineering at an engineering college or university or recognized college. Such substitution will be limited to two years of the required experience.

Basis of Ratings
Applicants will be rated on the experience and fitness on a scale of 100.

Principal Translator

Optional subjects: 1) Portuguese; 2) Spanish. Salary: \$2,600. Department of State. File by December 9. Age limit: 53.

Requirements
Education: college graduation, except that applicants can substitute year for year, paid experience in translating from English into Portuguese or Spanish.

Experience: one full year of paid experience in translating. Applicants may substitute a like quantity of experience in original writing for publication in the foreign

language selected of material comparable with that outlined under duties.

Basis of Ratings

A general qualifying test, in which candidates must score at least 70, will be given. Another test of translation from English to the optional language will be given, and will be graded on a scale of 100.

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

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

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

Junior, \$1,800; Inspector, \$2,000; (Continued on Page 13)

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Exempt Tunnel Jobs May Get Knife

A public hearing will be held in two weeks on a sweeping reclassification affecting exempt jobs in the New York City Tunnel Authority. The proposed reclassification appeared on the Municipal Civil Service Commission's calendar this week but was held over for a public hearing at a date to be announced later.

Climber and Pruner Test

Practical tests for Climber and Pruner candidates will be given on November 19 and 26 at Litchfield Mansion, Prospect Park W. and 5th St., Brooklyn.

All the news... all the exams... accurate... unbiased... in THE LEADER.

U.S. Needs Plane Inspectors

(Continued from Page 12)

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

Aircraft Inspector (Factory) Associate (\$2,900)

Air Carrier Maintenance Inspector, Associate (\$2,900)

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

Applicants must have an aircraft mechanics' certificate of competency and (1) two-year supervisory experience in the mechanical field of modern civil aircraft manufacture or repair, or (2) three years' experience in the same field, which includes components, sub-assemblies, in-

struments, and accessories, or final assembly inspection.

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

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

Applicants must have high school diploma or a certain substitution; four years' experience as instructor in shop subjects or shop supervisor, which included six months in the optional branch for which application is made. Certain college credits may be substituted for experience. There are additional requirements for grades above Junior Instructor.

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

Assistant, \$1,620; Engineering Draftsman, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. Navy and War Depts. File until June 30, 1941. Age limit: 53.

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

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

Assistant, \$1,620; Engineering

Draftsman, \$1,800; Senior, \$2,000; Principal, \$2,300; Chief, \$2,600. File by June 30, 1941. Age limit: 53.

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

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

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

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

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

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

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

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

Applicants must have a bachelor's degree in engineering, but certain substitutions for education are allowed. Two to four years' experience is required in the optional branch applied for. Graduate study in engineering may be substituted for part of experience.

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

Junior, \$2,000; Inspector, \$2,600; Senior, \$3,000. Signal Corps, War Dept., for duty in the field. File until further notice. Age limit: 55.

Applicants must have had college study in electrical or radio engineering. In addition, except for the junior grade, they must have had experience in inspecting or testing of parts, assemblies, or completed units of signal corps equipment.

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

Junior, \$1,620; Assistant, \$1,800; Associate, \$2,000; Inspector, \$2,300; Senior, \$2,600. Ordnance Dept., War Dept. File until further notice. Age limit: 55.

Applicants must have had at least 18 semester hours' study in organic chemistry. Additional experience may be substituted for part of this requirement. For all grades except Junior Inspector applicants must have had experience in analytical work in a chemical laboratory, or inspection of powder and explosives.

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

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

Ship Construction: Inspector (optional branches—hulls, mechanical, electrical), \$2,000; Senior, \$2,600.

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

Navy Dept., for duty in the field. File until further notice. Age limit: 55. Applicants must have had inspectional experience. (Continued on Page 14)

Postal News

By DONALD MacDOUGAL

Branch 39 News

The members of Branch 39 of the National Association of Post Office and Railway Mail Service Laborers are looking forward to the meeting of November 24, at which time there will be nomination and election of officers for the ensuing year. From the news going around there will be several candidates for the higher offices, which should make the meeting very interesting, and of course the best men will win.

There will be a very good contest for the second vice-president's office, due to the promotion of Brother Walter Marks to clerk. Congratulations, Walt. It looks as though it will be but a short time before Brother William Ferrara is promoted to clerk. Best of luck, Bill!

There will be refreshments served after the meeting, and this will give the boys a chance to get together and have a good night's pleasure.

No. 39 is looking for a 100 per cent turnout at this meeting.

10 Honored

Ten retired letter carriers, charter members of the National Association of Letter Carriers, all having completed fifty years of membership in this organization, were honored by brother members at the November meeting of their Association. National President Edward J. Gainor presented each of the men with a solid gold "card" inscribed with his name and recognition of membership. These ten men will now be entitled to all the privileges and benefits of members of the association without payment of dues.

Receiving the gold tokens were David P. Brown, 829 Vandenberg Ave., Ridgewood, N. J.; William H. Brown, 138-14 227th street, Laurelton, L. I.; Samuel Engel, 566 West 162nd street; James L. Foy, 402 East 123rd street; Joseph Hahn, 82-22 Cornish avenue, Elmhurst L. I.; Charles Hyman, 106 West Cabrini Blvd.; Isidore Lang, 2027 Lexington avenue; John J. Murphy No. 1, 1177 Third avenue; Henry F. Shorn, 2820 Marion avenue, and Solomon De Vroise, 115 East 21st street, Brooklyn, N. Y.

In an address to the assembled brotherhood, Thomas Mawson, retired Branch Secretary, congratulated the ten men and reviewed their service and sacrifice to the organization; especially during the difficult time of its founding. Several of the "fifty-year men" also spoke.

Meeting High Lights

They were packed in tight, the interested members of Local 10... The Union is keeping its members alert with its varied legislative program to benefit postal employees... Legislative and Publicity Committee presented two resolutions, both accepted... Jovial Dave Popper reported on the Joint Conference of Affiliated Postal Employees... He told about the new constitution... Increased membership by adherence of the Motor Vehicle Union, Flushing Letter Carriers, another branch of the Railway Mail Service... Membership now over 16,000 (wow!)... The Conference went on record in opposition to the Department ruling which allows no wage increases within Grade promotions... Took action asking for difference in pay to

conscripts... A bill has already been introduced to this effect, by the way... Julius Rohrllich informed the Local that it now belongs to the Trade Union Athletic Association... Membership cards for sale (one buck)... Basketball team forming... Guest speakers at the meeting: Harry Van Arsdale, Jr., Jeremiah Sullivan, he's of the Electrical Brotherhood... Good-standing members who are called away to military service will have their dues suspended... And here's a plug for Jack Carmen of Williamsburg Station for his work in entertainment matter (plug)... More next week.

The Lot of a Sub

Long hours; low pay; uncertain earnings; poor working conditions. That's the description of a substitute carrier according to a report of the National Association of Letter Carriers. And this is the problem to which the organization promises to devote a great deal of its attention. At various state, as well as at the national conventions, resolutions have been passed affirming the desire of the association to see remedial legislation more far-reaching than that which in July, 1939, gave substitutes vacation and sick leaves.

The New York State Association in its November meeting went a step further. They suggested that there be no substitutes and that everyone hired be given a permanent position. This resolution automatically goes before the National Convention in Los Angeles in September, 1941.

Oddities

We get these items from the Union Postal Clerk: Lazy letter writers in Argentina may telephone letters to the Post Office. Boy, what a system!... The pony express still serves the City of Sombrero Butte, Arizona.

You don't need any pull to get into this column. We're hungry for stuff, so send it in, if your work for the Post Office anywhere... Meetings... human interest items... new happenings... We just eat it up.

New Postmasters

These postmasters have recently been commissioned by the President in New York State:

- East Islip, N. Y., Miss Anna M. Brewster, Oct. 2, 1940.
- Gloversville, N. Y., Clayton P. Snook, Sept. 28, 1940.
- Jamesport, N. Y., Frank E. Sowjiski, Oct. 14, 1940.
- Sandy Creek, N. Y., Arthur H. Wart, June 14, 1940.

Is Our Face Red?

Last week we told about the retirement of Walter L. Mayo. We called him "Pop," just as we do with affection—a lot of our retiring friends. Well, our sleuths tell us Walter is a bachelor, so Pop could hardly apply. Our face is red, but we still insist—he's Pop to us.

Dance

Just because this column wasn't going on October 24, is no reason why we shouldn't tell what a swanky, hot-diggedy, oomphy affair was the Dance and Entertainment held that night by the Railway Mail Laborers at the Capitol Hotel... Made money too...

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How to Become a Fireman	.10
History of Fire Department	3.50
Fire Department Manual of Instruction—An officer's manual for professional fire-fighters by Lowell M. Limpus	1.85
Fire Prevention Code	1.50
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Everyday Law	.50
Everyday Mathematics	.50
General Federal Test Guide—Procedure, preparation, sample test, analogies, spelling, reasoning, vocabulary	1.50
Civil Service Handbook—1,000 Civil Service questions	.79
Guide to Municipal Government	1.25
Outline Chart of Municipal Government	.25
Your Federal Civil Service—A 500-page manual on procedure	2.50
Civil Service Handbook—Procedure, sample questions	1.50
MISCELLANEOUS	
Legal, Political and Business Guide—A practical handbook on politics, licenses, welfare agencies, taxes and labor laws	1.70
Mental Multiplication—A pamphlet by Charles Lipkin that trains for rapid mental calculation	.25
Let's Play Vocabulary—A series of games that build vocabulary without too much strain on the gray matter	.25
Draft Facts	.10
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(Continued from Page 13)
appropriate for the grade and optional branch.

Junior Engineer (\$2,000)

Optional Branches: (1) Aeronautical and (2) naval architecture and marine engineering. File until further notice. Age limit: 40.

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

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

Assistant, \$2,600; Associate, \$3,200; Aeronautical Engineer, \$3,800. Twelve optional branches. File until June 30, 1941. Age limit: 53.

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

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

Assistant, \$2,600; Associate, \$3,200; Mechanical Engineer, \$3,800. War and Navy Depts. File until June 30, 1941. Age limit: 60.

Applicants must be graduates of an engineering school, and in addition, except for certain experience substitutions, have had professional engineering experience ranging from two to five

years, according to the grade of the position.

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

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

Applicants must have completed a four-year college engineering course and must have had professional civil engineering experience, partly in one of the optional branches.

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

Junior, \$1,620; Assistant, \$1,800; Associate, \$2,000; Inspector, \$2,300; Senior, \$2,600. Ordnance Dept., War Dept. File until further notice. Age limit: 55.

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

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

Senior, \$4,600; Principal, \$5,600. Optional branches for Senior: power plant lay-out and piping, turbines, boilers, Diesel engines, deck machinery, and general. File by June 30, 1941. Age limit: 70.

Applicants must have a college degree in engineering or naval architecture, or experience in the field to substitute year for year. Also six to seven years' experience in engineering, which includes four to five years' experience in marine engineering. Graduate study may be substituted for experience.

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

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

A bachelor's degree in engineering or naval architecture is required. Substitutions of experience for education is allowed in part. Two to five years' experience, which includes partial experience in marine engineering, is required according to the grade. Postgraduate study may be substituted for part of the experience requirement.

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

Assistant, \$2,600; Associate, \$3,200; Naval Architect, \$3,800; Senior, \$4,600; Principal, \$5,600. Various optional branches. File by June 30, 1941. Age limits: for Senior and Principal, 70; for other grades, 60.

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

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

U. S. Geological Survey, Dept. of Interior. Age limit: 53. File by December 31.

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

Marine Surveyor (\$3,200)

U. S. Maritime Commission. File by June 30, 1941. Age limit: 60.

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

Junior Graduate Nurse (\$1,620)

U. S. Public Health Service, Federal Security Agency and Veterans' Administration. File

until further notice. Age limit: 35.

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

Senior Radiosonde Technician (\$2,000)

File until further notice. Age limit: 55.

Applicants must have four years' experience in the installation, maintenance and repair of radio equipment, which included six months with radiosonde (radiometerograph) ground receiving and recording equipment.

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

File until June 30, 1941. Age limits: 21-55.

Applicants must have had technical experience in the installation, inspection, testing, or operation with maintenance responsibility, of radio transmitters.

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

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

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

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

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

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

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

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

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

Applicants must be medical school graduates. For the two higher grades three to five years' training is required in the option applied for. For the associate grade, one year internship, general rotating or in a special branch, is required. Certain substitutions for these experience requirements is allowed.

Crane Operator (\$6.24-\$8.83 per day)

Crane Operator, Electrical Traveling Bridge, \$6.24-\$7.20; Crane Operator, Steam Locomotive, \$7.87-\$8.83. Brooklyn Navy Yard. File until further notice. Age limits: 20-48.

Applicants must have six months' experience in operating electrical traveling bridge cranes; or six months' experience operating a steam locomotive crane, steam shovel or other portable steam hoist machinery.

Shipwright (\$7.49-\$8.45 per day)

Norfolk Navy Yard, Portsmouth, Virginia. File until further notice. Age limits: 20-55.

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

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

Machinist (\$6.92-\$8.82)

Dover and Metuchen, N. J.

and Brooklyn. File until further notice. Age limits: 18-55.

Applicants must have had a four-year apprenticeship or four years' practical experience in the trade.

Toolmaker

Fort Monmouth, N. J., \$2,000-\$3,000; Picatinny Arsenal, Dover, N. J., \$7.20-\$9.28 per day; Raritan Arsenal, Metuchen, N. J., \$7.20-\$8.40 per day; Brooklyn Navy Yard, \$8.35-\$9.31. File until further notice. Age limits: 18-62.

Applicants must have completed a four-year apprenticeship or have had four years of practical experience.

Navy Yard Jobs

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

Anglesmith, Heavy Fires, \$8.54 to \$9.50 per day; Anglesmith, Other Fires, \$7.50 to \$8.54; Blacksmith, Heavy Fires, \$8.54 to \$9.50; Blacksmith, Other Fires, \$7.58 to \$8.54; Boatbuilder, \$7.87 to \$8.83; Boilermaker, \$7.87 to \$8.83; Chipper and Caulker, Iron, \$7.58 to \$8.54; Coppersmith, \$8.45 to \$9.51; Die Sinker, \$8.83 to \$9.79; Driller, Pneumatic, \$6.37 to \$7.30; Flange Turner, \$8.06 to \$9.02; Forger, Light, \$9.50 to \$10.46; Frame Bender, \$8.06 to \$9.02; Gas Cutter or Burner, \$6.62 to \$7.58; Holder-On, \$5.38 to \$6.34; Loftsman, \$8.26 to \$9.22; Molder, \$8.99 to \$9.89; Pipecover and Insulator, \$7.78 to \$8.74; Puncher and Shearer, \$6.05 to \$7.01; Riveter, \$7.78 to \$8.74; Rigger, \$7.87 to \$8.83; Rivet Heater, \$4.80 to \$5.76; Sailmaker, \$7.68 to \$8.64; Saw Filer, \$9.02 to \$9.98; Sheet Metal Worker, \$8.45 to \$9.41; Shipfitter, \$7.78 to \$8.74; Shipwright, \$7.97 to \$8.93; Toolmaker, \$8.35 to \$9.31; Welder, Electric (Specially Skilled), \$7.78 to \$8.74; Welder, Gas, \$7.58 to \$8.54.

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

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

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

Senior Public Employment Office Specialist, \$4,600

Public Employment Office Specialist, \$3,800

Associate Public Employment Office Specialist, \$3,200

Civilian Medical Officer (Temporary & Part-Time)

Full time duty, \$3,200 or higher; part-time duty, salary is commensurate with hours of duty. File until further notice. Appointment with U. S. Army hospitals, camps, etc.

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

Inspector of Hats, \$2,000

Inspector of Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000

Inspector of Textiles, \$2,000

Junior Inspector of Textiles, \$1,620

Inspector of Clothing, \$2,000

Junior Inspector of Clothing, \$1,620

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

Storekeeper (Engine Dept.)

Salary: \$1,242, less \$252 a year for maintenance. File by November 19. Age limit: 53. Place of employment: Army Transport Service, War Department, Brooklyn. For duty on transports plying between Brooklyn, New York, Panama, Puerto Rico, San Francisco, and Hawaii.

Third Steward

Salary: \$1,392, less \$252 a year for maintenance. File by Novem

ber 19. Place of employment: Army Transport Service, War Department, Brooklyn. For duty on transports plying between Brooklyn, New York, Panama, Puerto Rico, San Francisco, and Hawaii. Age limit: 50.

Senior Specialist in Higher Education

Office of Education, Federal Security Agency. Salary: \$4,600. File by November 25. Age limit: 53.

Requirements
A college degree. In addition six years of full-time experience in the field of higher education including or supplemented by experience over a period of three years, in making and/or directly supervising normative and comparative studies of other institutions of learning.

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

Machinist

Salary: \$1,590. File by December 4. Age limit: 50.

Requirements
Four years of apprenticeship in the machinist trade or four years of practical experience in the trade. Applicants must have included in their experience not less than one year on marine machinery.

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

Superintendent of Clothing Factory—Class (A) \$3,800 a Year; Class (B) \$3,200 a Year; Class (C) \$2,600 a Year

Foreman Tailor—Class (A) \$2,300 a Year; Class (B) \$2,000 a Year; Class (C) \$1,860 a Year

Age limit: 55. Bureau of Prison Industries, Department of Justice. File by Nov. 21.

Senior Medical Technician, \$2,000

Optional subject: Roentgenology

Medical Technician, \$1,800

Optional subjects: 1) surgical; 2) roentgenology

Assistant Medical Technician, \$1,620

Optional subjects: 1) surgical; 2) roentgenology

File by November 28. Positions will be filled in the War Department. Age limit: 53.

Senior Artist Illustrator (Animation Artist)

Salary: \$2,000. File by November 28. Age limit: 53.

Senior Artistic Lithographer, \$2,000

Artistic Lithographer, \$1,800

Negative Cutter, \$1,800

Assistant Artistic Lithographer, \$1,620

Junior Copper Plate Map Engraver, \$1,440

Junior Artistic Lithographer, \$1,440

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

Printer, Slug Machine Operator, \$1.26 an Hour

Printer, Monotype Keyboard Operator \$1.26 an Hour

Printer, Hand Compositor, \$1.20 an Hour

Government Printing Office, Washington, D. C. File by Nov. 28. Forty-hour week. Age limit: 50.

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Sample Test for Finger Print Classifier

The U. S. Civil Service Commission has just announced a competitive test for Assistant Fingerprint Classifier (\$1,620). A sample general test for this position was also released by the Commission and is printed below:

(Write answers here)

- Write the NUMBER of the BEST answer:
- FEASIBLE means most nearly (1) capable (2) practicable (3) justifiable (4) beneficial (5) reliable. "Practicable," numbered 2, means most nearly the same as "FEASIBLE," so "2" is written on the line at the right. 2
 - LUCRATIVE means most nearly (1) atrocious (2) fraudulent (3) wise (4) profitable (5) abundant. 1
 - Objects are visible because (1) light falls on them and is reflected to the eye (2) they are partially in shadow (3) they absorb light from the sun (4) they are opaque (5) light rays penetrate their surfaces. All five statements may be true, but the only one which explains why objects are visible is the statement numbered 1, so "1" is written on the line at the right. 1
 - In starting a load, a horse has to pull harder than he does to keep it moving, because (1) the load weighs less when it is moving (2) there is no friction after the load is moving (3) the horse becomes accustomed to pulling the load (4) the wheels stick to the axles (5) the horse has to overcome the tendency of the wagon to remain at rest. 3
 - The saying, "A man is his own best servant," means most nearly (1) Service does not always come at the calling. (2) Necessity is the mother of invention. (3) If you want a thing done, do it yourself. (4) A little help does a great deal. (5) Where there's a will, there's a way. The statement numbered 3 means most nearly the same as "A man is his own best servant," so "3" is written on the line at the right. 3
 - The saying, "Think of the going out before you enter," means most nearly (1) The end is more important than the beginning. (2) A good beginning makes a good ending. (3) Decide upon a plan and stick to it. (4) Don't begin a task without considering the outcome. (5) Forethought is half of wisdom. 3
- In each of the two following questions the first two words in capital letters go together in some way. Find how they are related. Then write a NUMBER to show which of the last five words goes with the third word in the same way that the second word in capital letters goes with the first.
- FOOD is to HUNGER as SLEEP is to (1) night (2) dream (3) weariness (4) health (5) rest. Food relieves hunger and sleep relieves weariness. Therefore "3," the number before "weariness," is written on the line at the right. 3
 - SEW is to SEAM as PLOW is to (1) ground (2) crop (3) horse (4) farm (5) furrow. 2
- Read each paragraph and then write the answer. From the five suggestions for an answer, select the one statement which best answers the question and write the NUMBER of this statement on the line at the right.
- [Reading] More patents have been issued for inventions relating to transportation than for those in any other line of human activity. These inventions have resulted in a great financial saving to the people and have made possible a civilization that could not have existed without them. The paragraph indicates that transportation (1) would be impossible without inventions (2) is still to be much improved (3) is more important than any other activity (4) is carried on through the Patent Office (5) is an important factor in civilization. The paragraph does not state that transportation would be impossible without invention, is still to be much improved, is more important than any other activity, or is carried on through the Patent Office. It does state that it is an important factor in civilization. Therefore "5" is written on the line at the right. 5
 - [Reading] One of the primary steps in the development of management in any enterprise is proper organization. After the business has been conceived and the broad policies which are to be pursued have been established, and before any operating methods may be devised, at least a skeleton organization must be developed. What does the quotation say is impossible in industry without a systematic plan of working? (1) Conceiving of business (2) establishment of policies (3) investment of capital (4) establishment of routine of (5) selection of manager. 1

Below are the answers to these sample questions. Compare your answers with these to be sure that you understand how to answer the questions.

1.....2	4.....5	7.....3	10.....4
2.....4	5.....3	8.....5	
3.....1	6.....4	9.....5	

counting or a similar field, and one year full-time paid responsible accounting experience.

Basis of Rating
Written, 70; training, experience, and general qualifications, 30.

Account Clerk (G)
(\$2,401-\$2,700). File by November 20. Fee, \$2. Test, November 30.

Duties
Keep a general set of control books for a large department of the city; do specialized statistical work of a responsible nature for a department head, and prepare financial reports and summaries therefrom; related work; and/or supervise a group of employees.

Requirements
Candidates must be residents of Buffalo for two years immediately preceding exam date. Either (a) graduation from eighth-grade school and eight years' full-time paid responsible accounting experience; or (b) graduation from high school, including or supplemented by a course in accounting, and five years' full-time paid responsible accounting experience; or (c) college graduation with specialization in business or public administration, accounting or a similar field, and two years' full-time paid responsible accounting experience.

Basis of Rating
Written, 70; training, experience, and general qualification, 30.
(Continued on Page 16)

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State of Mich. Waterloo, Iowa
gan Victoria, B. C.
State of Utah Baton Rouge, La.
Duluth, Minn. Atlantic City, N. J.
Detroit, Mich. E. Lansing, Mich.
Pueblo, Colo. Mich.
Idaho Falls, Idaho
Idaho Globe, Arizona
Ogden, Utah Londen, Ont., Can.
Lorain Co., Ohio Can.
St. Paul, Minn. Henryetta, Okla.
Pittsburgh, Pa. Seattle, Wash.
Lincoln, Neb. Ferndale, Mich.
Birmingham, Ala. McAlester, Okla.
Ala. Negaunee, Mich.
Columbus, Ohio Lawton, Okla.
Havana, Cuba Crown Point, Ind.
New Haven, Conn. Bay City, Mich.
Great Falls, Reanoke, Va.
Mont. Glendale, Calif.
Galveston, Texas Hawaiian Islands
Pensacola, Fla. lands
Stillwater, Okla. Drumright, Okla.
Calgary, Alta. Okla.
Can. Miami, Florida Mont.

Orlando, Florida
York, Pa.
El Paso, Texas
Everett, Wash.
Schenectady, N. Y.
Alhambra, Calif.
Saginaw, Mich.
Fort Collins, Colo.
Bedford, Ohio
Huntington, W. Va.
Salt Lake City, U.
Taft, California
Phoenixville, Pa.
Rochester, N. Y.
Media, Pa.
Dayton, Ohio
East Chicago, Ind.
Green Bay, Wis.
Nocona, Texas
Neenah, Wis.
Kingfisher, Okla.
Centralla, W. D.
Bismark, N. D.
Bloomington, Ind.
Cuyahoga Falls, Ohio
Rock Island, Ill.
Philadelphia, Pa.
Astoria, Oregon
Pendleton, Ind.
St. Joseph, Mo.
State of Illinois
State of Iowa
State of Idaho
State of Colorado
Lima, Ohio
Lima, N. C.
Jamestown, N.Y.
Livingston, Mont.

This Week's Federal Exams

Assistant Fingerprint Classifier
Salary: \$1,620. File by December 5. Appointments in the Bureau of Navigation, Navy Department. Age limits: 20 to 53.

Duties
To classify fingerprints by the Henry system; to search fingerprint files for identifications from fingerprints and file fingerprint records.

Requirements
Applicants must have received instruction in the Henry system of fingerprint classification and must show that they have had at least six months of paid experience in classifying, searching and filing fingerprints under the Henry system. Applicants who have completed courses but who have not had the required paid experience will not be admitted to the examination.

Basis of Ratings
Candidates will be rated as follows: 1) general test, 20; 2) practical questions, 40; 3) training and experience, 40. Practical questions will consist of written questions on the classification of fingerprints and the searching and filing of fingerprint records under the Henry system.

filed for the higher grade positions.

Duties
To plan, direct, conduct, or assist in the planning, direction or conducting of, investigations or research work in the special branch of physics in which appointment is made, the degree of responsibility and importance of the duties varying in accordance with the grade.

Requirements
College graduation, including 24 hours of study in physics. Experience: Associate Physicist, three years of progressive, professional, scientific experience in physics, including at least two years of research or investigation in some specialized branch of physics which has demonstrated the applicant's initiative and resourcefulness, and ability to perform difficult scientific work under only general supervision. Assistant Physicist: Two years of professional experience in experimental research or investigative work in physics. For the higher grades of Physicist, Senior Physicist, and Principal Physicist, additional experience of a responsible nature is required.

Basis of Ratings
General test, 30; professional questions, 70. For the three higher grades, applicants will be rated on their experience and fitness on a scale of 100.

Associate Physicist (Any Specialized Branch), \$3,200

Assistant Physicist (Any Specialized Branch), \$2,600

File by December 12. Age limit: 53.

Examinations for high grades of Physicist, Senior Physicist, and Principal Physicist with salaries of \$3,800; \$4,600 and \$5,600 a year, respectively, are now open. Separate application forms should be

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Associate Superintendent of Metal Furniture Factories, \$3,500

Assistant Superintendent of Metal Furniture Factories, \$3,200

Senior Foreman of Metal Furniture Factories, \$2,600

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shipping of the finished product; to maintain efficiency, order, and safety to inmates assigned to the factory.

Foreman positions: To have charge of any department in a metal working factory under the general supervision of the superintendent; to maintain equipment; to perform various operations in the department, either hand or machine, in the instruction of inmates; to be responsible for the maintenance of proper discipline and order in the department.

Requirements
Completion of a four-year apprenticeship in a mechanical trade directly connected with the manufacture of metal furniture, or four years of practical experience in such trade.

Additional requirements: Superintendent positions—applicants must show that they have had, for the assistant grade, one year, associate grade, two years; superintendent grade, three years; and senior grade four years of supervisory experience in charge of one or more departments of a metal working factory engaged in manufacturing metal articles comparable to metal furniture, on a commercial scale.

Foreman positions: applicants must have had, for the assistant grade, one year; for the foreman grade, two years; and senior grade three years of supervisory experience over a crew of metal workers engaged in the manufacture of metal articles comparable to metal furniture, on a commercial scale.

Substitution: for each year of the required apprenticeship specified under requirements, applicants may substitute each year of successfully completed study in engineering at an engineering college or university.

Junior Pharmacist
Salary: \$2,000. Age limit: 53. File by November 25.

Duties
To act as pharmacist in charge of the pharmaceutical work in a hospital or dispensary or to assist the pharmacist in charge of this work; to compound doctors' prescriptions or other medicines; to manufacture U.S.P. and N.F. preparations; to maintain stocks and supplies; to keep records incident thereto; to prepare reports.

Requirements
A bachelor's degree in a college of pharmacy or medical school with major study in pharmacy. Licenses: applicants who are licensed pharmacists in one of the states of the United States must give their registration number and the date they were examined before the State Board of Pharmacy. A license may be required for certain positions which may be filled as a result of this exam.

Substitution: of experience for education: those applicants who have not completed a full four-year course leading to a bachelor's degree with major study in pharmacy in a college of pharmacy or medical school may substitute, year for year, for each year lacking such completion, up to a maximum of two years, full time paid experience in pharmaceutical work involving principally the compounding of doctors' prescriptions and dispensing of medicines, provided that in any case they have completed two full years of study leading to a degree in pharmacy in college.

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

Inspector Engineering Materials (Optical Instruments)
Salary: \$2,000. File by December 17. Place of employment: Navy

Department, New York City. Age limits: 21 to 53.

Duties
To inspect and test submarine periscopes, range finder periscopes, gunsight telescopes, sextants, occults, aerological theodolites, transits, anti-aircraft sights, stereoscopes, aerial cameras, lenses, projection machines, projection lenses, picture screens, aviation instruments, air speed indicators, altimeters, ammeters, turn and bank indicators, climb indicators, compass-magnetic, fuel gauges, light rheostats, switches, tachometers, venturi tubes, temperature measuring instruments.

Requirements
Four years of experience in the inspection and testing of optical instruments and other instruments equipped with lenses and prisms to determine proper workmanship and compliance with specifications. This experience must have included the reading of drawings and specifications and the making of any necessary computations to determine compliance therewith.

Substitution: in lieu of the exact inspectional experience specified, substitution of other experience, up to a maximum of three years, will be accepted as follows:

Each completed year of experience (including apprenticeship) as machinist, instrument maker, or toolmaker, for six months of the required experience; or each year of experience as instrument mechanic or repairman on optical, fire control and/or related instruments, for one year of the required experience.

Basis of Ratings
No written test will be given; applicants will be rated on their experience and fitness on a scale of 100.

Upstate Exams Buffalo Test

Account Clerk (E)
(\$1,801-\$2,100). File by November 20. Fee, \$1. Test November 30.

Requirements
Candidates must be residents of Buffalo for two years immediately preceding exam date. Either (a) graduation from eighth-grade school and six years' full-time paid accounting experience; or (b) graduation from high school, including or supplemented by a course in accounting, and three years' full-time paid accounting experience; or (c) college graduation with specialization in business or public administration, accounting or a similar field.

Basis of Rating
Written, 70; training, experience, and general qualifications, 30.

Account Clerk (F)
(\$2,101-\$2,400). File by November 20. Fee, \$2. Test November 30.

Requirements
Candidates must be residents of Buffalo for two years immediately preceding exam date. Either (a) graduation from eighth-grade school and seven years' full-time paid responsible accounting experience; or (b) graduation from high school, including or supplemented by a course in accounting and four years' full-time paid responsible accounting experience; or (c) college graduation with specialization in business or public administration, ac-

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Provisionals in Audit Bureau Face Dismissal

With the 45-name list for Assistant Examiner of State Expenditures just established, remaining provisionals in the State Department of Audit and Control see the handwriting on the wall. It reads: Dismissal.

Frederick Hollowell, secretary of the department, has dropped the few provisionals in the Junior title who had been kept on to finish work which they were doing when the Junior list appeared two months ago. Half a dozen provisionals are now serving in the Assistant title, and they will go as speedily as possible, promises Hollowell.

Four provisionals are working as Senior Examiners. That list has been held up until establishment of the Assistant list, as many candidates took both tests. However, the Senior list is now due, according to the State Civil Service Commission officials, within the next two weeks, and those provisionals will likewise be displaced by eligibles.

Dunn Is One

Among the Senior provisionals, as revealed by the LEADER two weeks ago, is Rogers C. Dunn, conductor of the presidential poll that predicted 29 states and 340 electoral votes for Wendell L. Willkie. The LEADER further uncovered the fact that Dunn did not meet the requirements of the exam, and hence did not take the test.

The provisionals in the three titles—about 100 in all—got their jobs at

the end of the 1939 legislative session after a special fund of \$250,000 had been appropriated to establish a new audit system in various State departments.

Hollowell told the LEADER that the number of Junior, Assistant, and Senior items to be given to the department permanently is still under consideration by the Budget Director.

The Assistant list follows:

1. Park, Wm. E., 87.00; 2. Glasscheib, N. S., 86.95; 3. Goldberg, Paul K., 86.65; 4. Wolinsky, Moses, 86.47; 5. Wood, Jas. J., 86.80; 6. McLaughlin, Wm. F., 85.40; 7. Batchelder, J. T., 84.50; 8. Prince, Carl P., 83.40; 9. Brackett, Ralph H., 83.12; 10. Kress, Harold J., 82.80; 11. Petersen, Fred, 82.54; 12. Grimley, Geo. J., 82.07; 13. Lambert, Philip, 81.04; 14. Rubino, Robert, 80.47; 15. Schiller, Abraham, 80.40; 16. Sommers, Ed., 80.40; 17. O'Meara, Maurice E., 80.35; 18. Brennan, Frank, 80.10; 19. Curtis, John, 80.00; 20. Schmidt, Waldemar J., 79.76; 21. Rich, John H. M., 79.64; 22. Meek, John, 79.39; 23. Segal, Jesse L., 79.34; 24. Fahey, Jas. P., 79.20; 25. Nardi, Jos. F., 79.20; 26. Kienzle, Geo. J., 78.60; 27. Steinman, Wm. H., 78.60; 28. Guarnera, V. E. F., 78.60; 29. Paine, Delos F., 78.60; 30. Peters, Jos. J., 78.06; 31. Mullane, John P., 78.06; 32. Howorth, Irv., 78.02; 33. Bazyk, Stanley J., 77.84; 34. Mattimore, Leonard J., 77.77; 35. Cooper, Jacob, 77.40; 36. O'Brien, Walter A., 77.40; 37. Tennant, Nich W. J., 77.40; 38. Leitch, E. Vincent, 77.36; 39. Rauch, Benj., 77.25; 40. Mogilensky, Fran, 76.98; 41. Hain, Chas. W., 76.81; 42. Hill, Gordon W., 76.80; 43. Barten, Wm. F., 76.80; 44. Skalka, Charlotte S., 76.20; 45. Conway, Frank J., 75.00.

No Change In Test For Engineers

A request from the Board of Transportation that the requirements for Junior Engineer (Signals), Grade 3 be changed to allow only men with practical experience to compete in the test, was denied by the Municipal Civil Service Commission this week. The original requirements for the exam admitted any candidate with an engineering degree without further experience. The Board of Transportation complained that on this basis no eligibles which it considered qualified would be obtained.

However, the Commission countered by pointing out that a survey of the 284 candidates for the test revealed a sufficient number who had had practical experience of one year or more and that enough of these had a reasonable chance of passing to supply the need of men for this job.

Cop Eligibles

The next meeting of the Patrolman's Eligibles Association (list No. 1) will be held Tuesday, November 26 at Washington Irving High School at 8:30 p.m. Under discussion will be the resolution introduced in the City Council by Assemblyman Vogel calling for 1,000 additional police appointments immediately. A number of prominent speakers are expected to attend the meeting.

New State Eligibles Lists

(Continued from Page 16)

- 3 Glunz, R. G., 87.80
4 Frisch, J. T., 86.67
5 Phelps, M., 85.67
6 Wholers, F. H., 84.00
7 Rappaport, M. B., 83.00
8 Norton, E. V., 82.47
9 Coyer, H. E., 82.60
10 Cole, G. D., 81.33
11 Ashbrook, E., 77.00
12 Garber, M. T., 76.20
13 Daley, E. R., 76.00
14 Corbin, H. D., 75.00

SR. COMPENSATION CLERK, DEPT. OF LABOR

- 1 Rothbard, D., 88.30
2 Davis, B., 88.25
3 Dantoni, A., 87.70
4 Heersit, P. C., 87.18
5 Ingegneros, C., 87.04
6 Montgomery, O. R., 87.01
7 Cohen, S., 87.00
8 Alexander, M. E., 86.39
9 Green, W., 86.29
10 Mernit, E., 86.17
11 Crawford, E. S., 86.01
12 Cohen, H., 85.95
13 Brill, S., 85.89
14 Graham, E. M., 85.69
15 Miller, R. S., 85.59
16 Tarshis, H., 85.53
17 Landau, R., 85.27
18 Caruso, L. R., 85.26
19 Gentile, J., 85.16
20 Steele, V. J., 84.87
21 Edelstein, A., 84.28
22 Williams, E. L., 84.21
23 Solomon, T., 84.20
24 Zimmerman, R., 84.06
25 Marino, A. J., 84.03
26 Lakotkin, L., 84.00
27 Kornberg, B. J., 83.89
28 Heller, I., 83.85
29 Renda, C. S., 83.83
30 Matthew, G. E., 83.82
31 Cohen, I., 83.71
32 Landsberg, F., 83.64
33 Halbshtein, R., 83.53
34 Bayer, J. H., 83.40
35 Gross, E., 83.31
36 Connell, K. E., 83.21
37 Weiser, H., 83.05
38 Meltzer, I. C., 82.95
39 Lack, E., 82.87
40 Fischman, I., 82.34
41 Koniak, L., 82.20
42 Feldman, R. L., 82.00
43 Thornton, M. M., 81.89
44 Kessler, -, 81.79
45 Peselnick, R., 80.97
46 Fucc, W. C., 80.61
47 Lieberman, R., 80.14
48 Pawela, A., 78.58

SR. UNDERWRITER (LIFE), DEPT. OF INSURANCE

- 1 Edwards, C. H., 84.30
2 Tobin, J. V., 76.80

CONSTRUCTION PAYROLL AUDITOR, STATE INSURANCE FUND

- 1 Vanness, G. R., 87.72
2 Wechsler, A. A., 87.14
3 Ellis, E. M., 86.80
4 McKeon, H. F., 86.37
5 Chapman, A. G., 86.22
6 Hamlin, E. L., 85.72
7 Byron, J. E., 85.24
8 Davenport, O. G., 85.07
9 Bisch, R., 84.84
10 Ellis, W. E., 83.74
11 Mathews, F. L., 83.04
12 Hill, C. L., 82.47
13 Martland, T. R., 82.41
14 Quayle, R. 3d, 81.80
15 Maloy, T. C., 81.68
16 Pirro, A. G., 81.36
17 Williamson, E. D., 81.02
18 Greenough, P. J., 80.90
19 Power, J. A., 80.31
20 Nagel, J., 80.16
21 Biaba, G. W., 79.90
22 Waggoner, E. M., 79.54
23 Dolan, T. E., 77.87
24 Curran, R. J., 77.14
25 Kent, T. J., 77.00

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1938 PLYMOUTH 4-door sedan, radio, heater, \$365
1938 FORD 2-door Trunk sedan, low mileage, \$345
1937 CHEVROLET 2-door touring sedan, very clean, \$275
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Queens Water Officials Installed

New officials of the Queens Water Register Association were installed recently by Deputy Water Commissioner William H. Correale, who also acted as toastmaster at the ceremonies. The new officers are: Edward J. Stader, president; Julius F. Yunker, vice-president; James P. Finnerty, treasurer; John F. Egan, secretary; and Ernest J. Thomas, sergeant-at-arms.

Among the guests at the installation were: Eugene Drumm, chief inspector of Manhattan Water Register; Murray DeNat, secretary of the 'Twenty-Five-Year Association; Ormond Burke, chief inspector of water supply; John D. Schmidt and Joseph and Frank Bagnasco, water inspectors from Manhattan.

Appointed to head committees for the coming year were Michael J. Hanley, president and Thomas J. Dunston, vice-chairman, of the Entertainment committee; Samuel J. Johnson, Welfare Committee; George J. Link, Auditing; Daniel J. Campbell, by-laws; and Julius F. Yunker, press.

The entertainment committee is making arrangements for the annual card party of the association which is scheduled for February.

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SPECIAL ATTENTION TO TRANSIT EMPLOYEES and THEIR FAMILIES

Sanitation Dept. Scandal

(Continued from page 2)

was an open meeting, attended by 3,500 men, by the Commissioners of Sanitation, by a delegation of jurors. Before the meeting, Abe Kasoff was informed that he would not be permitted to address the men, since the gathering was not called for his purpose. Abe Kasoff told the Commissioners, in surly manner, "I will speak, and nobody's gonna stop me!" He bawled out the words in the presence of many witnesses, and what followed shows that he meant it.

Several grand jurors addressed the men. Then Deputy Commissioner Powell came to the microphone. During Powell's talk, Kasoff calmly walked to the Commissioner's side, deliberately pushed him away, and began a harangue of his own. When Powell resisted, Kasoff shoved him all over the platform. A commotion resulted, and a riot call went out for the police. That was the end of the meeting.

The Grand Jurors were mortified. They expected, of course, that

charges would immediately be brought against Abe Kasoff. Nothing of the kind happened. Abe wasn't brought up for trial. Abe just continued as he had, bossing his organization, getting paid while not working, making pungent, obscene remarks to those who didn't pay him proper respect.

The Grand Jury decided to investigate the reason for Abe Kasoff's power and the reason why he got away with his act at the big meeting. Said the Jury: "we felt that such conduct was detrimental to the morale of the department and encouraged employees to hold their officers in contempt, and fostered a spirit of insubordination."

What the Grand Jury found was odious indeed. And nothing has happened since that day to change anything, except that Kasoff is more solidly entrenched than ever. Read next week how Kasoff was kicked out of the Department, how he managed to get back, how he built himself in power, and who suffered from it.

TWU vs. Transportation

(Continued from page 2)

own way by posting warnings to all employees that those who should go out on strike would be subject to loss of their jobs and of Civil Service status.

Late last week the Union drew to



AUSTIN HOGAN

its side of the controversy Paul Jerome Kern, President of the Civil Service Commission, Harry Sacher,

Union attorney, had written to Kern asking that the Commission refrain from certifying the payroll of eight persons who had been appointed as provisional maintainers' helpers in the Kent Avenue Power House. Sacher argued that the provisional appointments would violate the Wicks Act, which regulates the conditions under which the Union's members entered the city's employ. He held further that the provisional appointments are contrary to the agreement between Union and Board, and that the Commission had already certified seven persons to the job.

In taking up cudgels with the Union, Kern stated that "the Board of Transportation challenges our whole power to interpret the Wicks Law." His action will be to stop the payrolls of the provisionals. From this point the problem will probably go to the courts.

Go to Bat for Vets

Striking from more than one vantage point, the Union late last week obtained a court order compelling the Board to show cause why it shouldn't permit veterans to leave their jobs on Armistice Day and Memorial Day without making salary deductions.

The action recalls another little tiff recently when the Board declined to permit transit workers time off to register for the draft.

Mayor LaGuardia early this week indicated he would step into the situation.

How to Be a Good Social Worker

PART 2

By DAVID C. ADIE

Commissioner, State Department of Social Welfare

It is obvious that the kind of person called for in the operation of a welfare program must possess certain personal characteristics in addition to knowledge of the Law, of case work processes and community resources, which may be acquired by training and experience.

Such a person must have the ability to accept people as they are, to be tolerant of and have respect for racial customs and folk-ways. He must have intelligence of high order and mental alertness so that changing situations do not pass by unnoticed. He must have the ability to evaluate a program and to see the effect of its functioning within the present day confines of the job, as well as its effect on problems when they are seen in the perspective of the long view.

Since the Public Welfare Law requires that a record be kept of each applicant or recipient, he must have ability to write clear, concise records which will reveal the effectiveness of the public welfare program, its conformity to the Law both in respect to details of administration and its ability to restore persons to self-support.

Loyalty Essential

Loyalty, a high sense of responsibility, the ability to organize work so that production and accomplishments are kept to the maximum, the capacity to meet emergencies with serenity and to maintain poise under difficulties are some of the personal qualifications which are sought for in recruiting personnel for a public assistance program.

The ability to evaluate a program, to estimate the results of dependency and unemployment on the development of the individual and the family are challenging and imperative. Skill in personal relationships, the ability to express concern for people in difficulty and at the same time not to overwhelm them with sympathy that increases their problems, calls for an understanding of personality and behavior.

Since the family is the most fundamental and enduring unit in society,

the social worker in the public assistance program has an obligation to conserve family relationships and to administer assistance so that the status of parents is conserved and not lessened in the eyes of the child.

Providing Work

To appreciate the results of repeated failure to find work, to sense the defeat and the loss of personal adequacy which comes from long periods of unemployment makes for the utilization of every resource that may result in a work opportunity, such as registration with the State Employment Service, the consultation of previous employers, and in some instances, providing work opportunities.

Although a large proportion of recipients of public assistance, not only in the categories of Old Age Assistance, Aid to the Blind, and Aid to Dependent Children but in Home Relief as well, have handicaps which prevent their returning to positions of complete self-maintenance and self-direction, the social worker in a public assistance program recognizes that for the majority of those under care, work and work alone is the solution.

The social worker must, therefore, be equally alert to the destructive forces which are undermining the recipient, who feels defeated by his inability to get work, as well as to the recipient who settles into the assistance program with too much acceptance and without making the maximum effort to secure employment. The deterioration of morale which results from prolonged unemployment, the dislocation in family relationships which so often accompanies the inability of the breadwinner to assume his normal place in the family must be recognized.

'Work an Opportunity'

A wise and noted educator has recently pointed out that "Work is an opportunity. The fact that work is a fundamental activity of our civilization as well as the foundation upon which any civilization rests and not a form of oppression or punishment

seems to be almost completely forgotten."

It is fortunate that in this area of responsibility, that of restoring persons to positions of self-support, the social worker in the public assistance program gets his mandate from the Public Welfare Law. It is fortunate, too, that a majority of employable recipients under the care of Home Relief are able to conserve their normal desire for work. They also recognize that work is an opportunity and that "mere existence without object and without effort is a poor thing." Help in the achievement of this normal and desirable objective is fundamental to the job of the social worker in the public assistance program.

Further Reading

The following reading material gives further information on the details as well as the broad outlines of public assistance:

- References:
 - Handbook on Social Case Recording—Margaret Bristol.
 - Morale: The Mental Hygiene of Unemployment—George Pratt, M.D.
 - National Conference of Social Work, 1938 Proceedings.
 - What a Visitor in a Public Agency Should Know—Martha A. Chickering.
 - The Job of State Administrator—Charles F. Ernst.
 - Public Assistance Manual. New York State Department of Social Welfare.
 - Section I—Social Service.
 - Section III—Welfare Client Resources.
 - Public Welfare Law—New York State.
 - Readings in Social Case Work—Fern Lowry.
 - Social Diagnosis—Mary Richmond (Chaps. VI-XIV incl.).
 - Social Work Year Book.
 - Family Income Management—Vocelle M. Pratt (pp. 132-136).
 - Public Welfare—Fred K. Hoehler, Marietta Stevenson (pp. 347-357).
 - Theory and Practice of Social Case Work—Gordon Hamilton (Chaps. I-IX incl.).

Study Corner

AVIATION is still the up-and-coming field that offers job opportunities for the future of young America. A new textbook on the subject has just come off the press entitled "Careers in Aviation." It summarizes what is offered and what is required in each type of job. The entire volume by Ben Follet is of real practical help in making a choice and training properly. Among jobs covered are pilot, stewardess, mechanic, meteorologist, airport controller, manager, and military pilots. A final chapter deals with the government sponsored training program. Waverly House is the publisher, and the price is \$2.00.

THE physical and oral examinations are always a bug-a-boo for prospective teachers and especially for those who are on the "weight" borderline. With all the exams on the fall schedule, the slenderizing establishments are doing a land office business, and MacLevy's is putting in a special Government Service Cram course at several of its "salons."

We've just finished "The Law of Arrest in Criminal Proceedings" by Clarence Alexander, first published in 1932 and recently brought up-to-date with a mimeographed supplement. Police officers, and persons about to take police examinations will find the book of great help. Complete, concise, it tells you who may and who may not be arrested; and who may and who may not do the arresting; and for what actual or intended crimes. The edition including supplementary material is priced at \$4.50.

Candidates for the Buildings Manager and Administration Examination will be interested in a few new pamphlets just off the press. Two of them are published by the National Association of Housing Officials—"Utility Rates for Public Housing Projects," and "Community Relations in Urban Low Rent Houses." A booklet issued by the City Housing Authority, "South Jamaica Houses," will also be helpful. . . . The F.H.A. has issued a "Manual of Personnel Regulations for Field

Service," a handy book of rules for personnel administrators. . . . Anyone looking for a promotion in the Welfare, Police or Probation Department will be interested in a book just off the Columbia University press, "Social Agencies and Public Education in New York City," by Jansen.

Book study problem of the month is the examination for Section-Stockmen in the Department of Welfare. There are a few books on store-keeping methods at the Municipal Reference Library—Twyford;

"Stores"; "Governmental Purchasing," by Russel Forbes; and Cartwell; "Stores and Materials Control."

The Department of Purchases recently gave an In-Service-Training course and published the series of lectures. If you can get hold of the book, it will be invaluable to you. A few pamphlets deal with some aspects that will undoubtedly be included in the test. There is a Welfare Department Series pamphlet "Commodities Distribution"; a Department of Social Welfare publication "Social Service Manual"; the Herlands' investigation of the New York City Administration of Relief, a few pamphlets of the Department of Agriculture and the Federal Supplies Commodities Corporation.

So You'd Like to Be a G-Man

(Continued from page 5)

acter, and ability of the applicants for these positions.

In the Bureau's Fingerprint Identification Division the Student Fingerprint Classifiers are under Civil Service regulations, and applications for such positions are to be filed with the United States Civil Service Commission, Washington, D. C. When vacancies occur, the Civil Service Commission certifies the names of those who are eligible to fill these vacancies and the applicants thus certified are first thoroughly investigated as to their character and general fitness for this position before appointments are made.

Both in Washington and in the field offices of the Bureau stenographic, typing, and clerical personnel are employed to care for the

requirements of such services. All applications for these positions are filed with the Bureau at Washington, D. C., and all appointments are made by the Bureau at Washington.

Stenographic applicants are required to take a stenographic examination at the rate of 120 words per minute before completing their applications, and candidates for the position of typist, as well as all clerical employees, are given a typing examination as a test for accuracy and speed. The minimum passing grade is 85%.

Applicants for stenographic and clerical positions are interviewed by officials of the Bureau or by Special Agents in charge of the field offices, and they, too, are investigated just as thoroughly as are applicants for the position of Special Agent.



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Preparing for Civil Service?

Next week The Leader will publish a special section on

choosing a career in government service. This special issue will tell you what qualifications you need and how to prepare for one of Uncle Sam's 1,000,000 jobs. And for draftees—a special Home Study Index, including books and home study courses that prepare for Civil Service exams.

follow The LEADER Next Week

Bitter Sweet Parade

By JAMES CLANCY MUNROE

"Escape" is in its third week at the Music Hall; don't miss this beautiful interpretation of the Nazi terror... On the stage you'll find "The Revuers," five brilliant young people, who give our best established institutions a subtle and discerning kidding... "Bitter Sweet," with N. Eddy and J. MacDonald begins Thanksgiving Day... "North West Mounted Police" has brought more dough to the Paramount theatre its first week than any film in the past five years... It has broken first-day and week-end records, too... What should be a magnificent presentation of "Twelfth Night" opens tonight at the St. James theatre with Helen Hayes and Maurice Evans as Viola and Malvolio... It is doubtful if two actors of comparable genius have appeared together before on the American stage; let's hope the production worthy of their talents... "The Kiss of Fire" with a Carmenesque plot opens tonight at the Little Carnegie... "Molly Pitcher," the first of a series of patriotic musical radio script for children, was broadcast at 11:30 o'clock last Saturday morning; a book containing the text, songs, and a record of the broadcast will be published Thanksgiving Day.

entire U. S. Asiatic Squadron. Just as the point is reached when deck hands are dropping buckets and Admirals are doodling absentmindedly in the log book, Bijou realizes

Plays
SUZANNA AND THE ELDERS is the best of a series of plays that deal in poor taste with the rather familiar



SINNERS ALL

Mischa Auer, Marlene Dietrich, and Broderick Crawford come to the Rivoli in "Seven Sinners."

Movies

CHRISTMAS IN JULY (Paramount) at the Rivoli. This is a goofy comedy by the producer of "The Great McGinty." Dick Powell is a duff-brained simp who sends a contribution to a radio coffee slogan contest and wins it. The plot is as half-witted as Powell, but nobody cares much as it is pretty able slapstick and doesn't pretend to be anything else.

Oops—sorry! "Christmas in July" WAS at the Rivoli. This week it's **SEVEN SINNERS**. As Bijou, a moral menace, Marlene Dietrich displays more torso than she has since her "Blue Angel" days. Bijou amuses, confuses, and seduces the

that she must not endanger our far eastern defenses and hauls ankle—er—anchor. It's a bit sexy.

FANTASIA (Disney) at the Broadway. As this is a pioneering venture into a new synthesis of sight and sound, it is extremely difficult to review. You should simply go and see it as it will doubtless become a yardstick for future efforts of this sort. Compositions of the great composers Bach, Tchaikovsky, Dukas, Stravinsky, Beethoven, Ponchielli, Moussorgsky, Schubert are presented, in sound, by Stokowski and the Philadelphia Symphony Orchestra; in line and color, by Walt Disney. The result is an amazing experience which may well mark a turn in the development of the cinema comparable to vitaphone or technicolor.

theme of sex relationships. I pick out "Suzanna" because it is the least excusable of the three. Dealing with a close knit community in the seventies, it had a chance to portray the efforts of group of people to create a superior social microcosm. It does nothing of the kind, however, but merely uses the setting as a vehicle through which to appeal to the smut-tiness in all of us.

CHARLEY'S AUNT we can remember when this was the funniest movie we'd ever seen with Syd Chaplin in it, and our grandpaw can remember when it was the funniest play he'd ever seen back in the nineties. Well, here it is with us again and not a mothball in it. The guy to thank for putting it across is Jose Ferrer, easily the wackiest, most indefatigable aunt yet.

Your Chances for Appointment And Latest Certifications

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

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

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

- Able Bodied Seaman**—Dept. of Public Works—Last number certified, 115.
- Attendant-Messenger**—(1) Dept. of Welfare. Last number certified, 451. (2) (App. for Attendant-Night Work) Dept. of Welfare. Last number certified, 717.
- Bridgeman and Riveters**—Dept. of Public Works, \$13.20 per day, temporary. Last number certified, 39.
- Cement Mason**—(App. for Weather-proofer and Waterproofing Helper) NYC Housing Authority, \$12 per day and \$6 per day, probably permanent. Last number certified, 18.
- Clerk, Gr. 2 (app. for Gr. 1)**—(1) Civil Service Commission, \$840, probably permanent. Last number certified, 4,693. (2) Dept. of Health. Last number certified, 4,465. (3) Dept. of Purchase. Last number certified, 3,175. (4) NYC Housing Authority. Last number certified, 1,320.
- Conductor**—(1) Bd. of Transportation, 65 or 75 cents an hour, probably permanent. Last number certified, 63. (2) (Promotion) 65 or 75 cents an hour, probably permanent. Last number certified, 30.
- Fire Telegraph Dispatcher and Radio Operator**—Fire Department, \$1,560, temporary. Last number certified, 26.
- Inspector of Hoists and Rigging, Gr. 2**—

- Dept. of Housing and Buildings, \$1,800, probably permanent.
- Inspector of Mechanical Plumbing and Heating, Gr. 3**—Dept. of Public Works, \$2,400, probably permanent. Last number certified, 22.
- Inspector of Steel, Gr. 2**—Dept. of Public Works, \$2,100, probably permanent. Last number certified, 4.
- Janitor-Custodian, Gr. 3**—Dept. of Welfare, \$1,800, probably permanent. Last number certified, 50.
- Junior Bacteriologist (promotion)**—Dept. of Public Works, \$1,500, probably permanent. Last number certified, \$2.
- Junior Engineer (Civil) Gr. 3**—(1) Bd. of Water Supply, \$2,160, probably permanent. Last number certified, 152. (2) NYC Tunnel Authority, \$2,160, probably permanent. Last number certified, 152.
- Junior Engineer (Mechanical) Gr. 3**—(App. for Patrolman-on-Aqueduct) Dept. of Public Works, \$2,400, probably permanent. Last number certified, 12. (2) Dept. of Public Works, \$2,160, probably permanent. Last number certified, 87. (3) Gr. 2, Dept. of Public Works, \$2,160, probably permanent. Last number certified, 58.
- Laboratory Helper**—(App. for Cleaner, female) Dept. of Docks. Last number certified, 142.
- Machinist**—Dept. of Public Works, \$9, temporary. Last number certified, 25.
- Medical Inspector, Gr. 1 (Pediatrics)**—Dept. of Health, \$5 per day, temporary. Last number certified, 135.
- Medical Social Worker**—Dept. of Welfare, \$1,500, probably permanent, (promotion). Last number certified, 16. (Competitive)—Last number certified, 8.
- Office Appliance Operator, Gr. 2**—Office of the Comptroller. Last number certified, 37.
- Porter (app. for Fireman, Oil Burner)**—Last number certified, 4,766.
- Stenographer-Typewriter, Gr. 2**—(1) Bd. of Transportation. Last number certi-

Is Your Exam Here?

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

COMPETITIVE

Accompanist: The practical test was set for Nov. 18, 19, 22, 25, 26, 27, and 28.

Administrative Assistant (Welfare): Part II was held October 30th and 31st, and the rating is in progress.

Automobile Engineman: Rating of the written test is complete. Medical examinations have begun. Physical tests will probably begin on November 25.

Assistant Engineer, Grade 4: The oral interview has begun and will continue through November 22.

Baker: The rating of the written paper is in progress.

Clerk, Grade 2 (Board of Higher Education): The rating of the written test is in progress.

Cook: The rating of the written test is in progress.

Court Stenographer: The rating of the written test is in progress.

Engineering Assistant (Electrical), Grade 2: The rating of the experience is in progress.

Elevator Mechanic's Helper: All parts of this examination have been completed. The list will probably appear soon.

Jr. Administrative Assistant (Welfare): Same as Administrative Assistant (Welfare).

Jr. Engineer Sanitary, Grade 3: Rating of Part I has been completed. Rating of Part II is now in progress.

Management Assistant (Housing), Grade 3: Rating of written test has been completed. The oral interviews will begin on November 25.

Management Assistant (Housing), Grade 4: Same as above.

Marine Stoker (Fire Department): The list will be published soon.

Office Appliance Operator: The practical tests are continuing.

Playground Director (Male): Qualifying practical tests are being given as needs require.

Playground Director (Female): Rating of the written test has been completed. The oral practical test will be administered in a month.

Research Assistant (City Planning): The rating of the written test has been completed. Rating of experience has begun.

Sanitation Man, Class A: Coordination tests have been completed. Final computations are being prepared.

Stenographer (Law), Grade 2:

Rating of the written test is now in progress.

Structure Maintainer: Rating of the written test has begun. The practical test will begin this month.

Typewriting Copyist, Grade 1: Rating of the written examination is still in progress.

Maintainer's Helper, Group A: The rating of the written test is in progress.

Maintainer's Helper, Group B: The rating of the written test is in progress.

Maintainer's Helper, Group C: The rating of the written test is in progress.

Maintainer's Helper, Group D: Practically completed.

PROMOTION

Assistant Engineer, Grade 4 (City Wide): The oral interview has begun and will continue until November 22.

Clerk, Grade 3: Seventy-five percent of the written test has been completed.

Clerk, Grade 4: Sixty percent of the written test has been completed.

Lieutenant (Fire Dept.): The rating of the written test has been completed. The list probably will be available this month.

Stenographer-Typewriter, Grade 2 (City Wide): Rating of the dictation test has been completed. The list is being compiled.

Supervisor, Grade 3 (Social Service) (City Wide): This examination is being held in abeyance pending the outcome of litigation.

LICENSING TESTS

Motion Picture Operator: Rating of the written test has been completed. The oral-practical began on October 19th and will continue until December 28th.

Oil Burner Installer: The written test was conducted October 26th.

New Tests to Come

Seven exams at least, and possibly more, will be announced by the Municipal Civil Service Commission in December. The LEADER learned this week. What they are is anyone's guess, since the Commission won't give out such information more than a week in advance. However, the LEADER last week published a full listing of all exams which have been ordered at the December tests and which will be selected from this group.

Lists Ready for Use

Three new eligible lists were promulgated (declared ready to use for appointments) last week by the Municipal Civil Service Commission. They are: Carriage Upholsterer; Elevator Mechanic; and Senior Administrative Assistant (Housing Authority).

Midnite Feature Nightly
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CECIL B. DeMILLE'S
"NORTH WEST MOUNTED POLICE"
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AN IMPORTANT EVENT... Noel Coward's famed operetta delightfully brought to the screen.
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"In The Blue"—Florence Rogge's sparkling revue in five lively scenes, with Rockettes, Corps de Ballet, Glee Club, Symphony Orchestra directed by Erno Rapee.

ALICE BETTY
FAYE GRABLE
"TIN PAN ALLEY"
A 20th Century-Fox Picture
★ PLUS BIG STAGE SHOW ★
ROXY
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Doors Open 10:30 A.M. **UNITED ARTISTS** **RIVOLI** B'WAY & 49TH ST. MIDNITE SHOWS

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Engineers to Discuss Job Opportunities

Opportunities for engineers in New York City will be the subject of a special meeting to be held under the auspices of the Metropolitan Section of the American Society of Mechanical Engineers on Wednesday, November 20, at 7:30 p. m., in the Engineering Societies Building, 29 West 39th St.

The meeting was called at the suggestion of the Municipal Civil Service Commission and follows its recruitment policy, which seeks the best qualified eligibles for professional work.

Stern to Preside

Arthur C. Stern, examiner in the mechanical engineering division of the Commission, will preside and the principal speakers will be John C. Riedel, chief engineer of the Board of Estimate, and Albert J. Morgan, administrator of public buildings in the city's Department of Public Works.

Student branches and the junior members of the Metropolitan section of the society have been invited and applications for the Commission's forthcoming exam for Junior Mechanical Engineer will be available at the meeting.

The speakers will discuss the variety and magnitude of the city engineering projects and the career opportunities open in the engineering services of the city.

Ellis Looks Into WNYC

The manner in which jobs in the municipal radio station, WNYC, have been filled by the Municipal Civil Service Commission will be a feature on Emil K. Ellis' calendar when he continues his investigation of the Commission at a public hearing Monday morning, November 25, at 10:30 o'clock in Supreme Court.

Meanwhile both sides prepare for Friday, when Commission President Paul J. Kern has been ordered to appear before Councilman Alfred E. Smith, Jr., sitting as a one-man subcommittee of the investigating committee he launched.

Kern has consistently refused to appear before the one-man body, and has continued his refusal, despite Supreme Court Justice McLaughlin's order that he be cited for attempt if he doesn't show up. An order directing that Kern be cited will be placed before Justice McLaughlin tomorrow by Ellis.

State Employees To Be Fingerprinted

All State appointees coming into the State service after November 1 are being fingerprinted. This is the final step in the new policy of the State Civil Service Commission which aims at ending substitutes appearing for candidates at examination time.

Since June 29, when 16,250 took the Hospital Attendant test, all candidates for State jobs have been fingerprinted on the index finger by examination proctors at each step in the examination: written, physical, oral.

Now, at the time of appointment, the Civil Service Department is to receive a complete set of fingerprints taken in the presence of a staff member authorized for the work.

Full instructions, sent to all appointing officers last week by Frank H. Densler, executive officer of the State Commission, include the equipment necessary, the type of fingerprints sought, and the best way in which to get these prints.

From the office of the Commission the prints are sent to the Division of Criminal Identifications, Records and Statistics, of the Department of Correction. After they are checked, the prints remain in the files of the Correction Department.

Test for Radio Writer

A written test for Continuity Writer will be given November 26 at the offices of the Municipal Civil Service Commission, 299 Broadway. Seventy-five percent has been set as the passing mark.

The 11-squad system will give cops a decent working week... That's why THE LEADER's for it.

That Insurance Test

"Not enough time" was the unanimous verdict of the 3,000 candidates who took Saturday's exam for Unemployment Insurance Referee. Very few of them could finish the first part—280 true-and-false and multiple choice questions—in the four hours (240 minutes) allowed. They had more objection to the alleged lack of time than to the fact that they were asked searching questions on politics, economics, general law, etc., as well as on the Unemployment Insurance Law.

Two and a half hours, following a 30-minute lunch period, were given over to four essay questions. These, the candidates agreed, were tough, but fair. They were worried, though, about the declaration that unless they passed part I, part II would not be marked.

3,039 filed for the test, 2,656 from New York City. 31 provisionals are serving as referees. The listed salary for the job is \$3,500-\$4,375.

Housing Department Requests Promotions

The Department of Housing and Buildings has requested the Municipal Civil Service Commission to order 11 promotion tests for its employees; however, the request was submitted without the Budget Director's approval. Therefore the Commission last week reserved decision until the Budget Director's OK is obtained.

Public Hearing On Buyers' Pay

A public hearing will be held within two weeks on a proposed amendment of part 13 of the Competitive Class of the Municipal Civil Service. This part covers the Purchasing Service and the amendment would change the section to read as follows:

- Part 13, The Purchasing Service.
- Buyer—\$3,500 to but not including \$4,000 per annum.
- Senior Buyer—\$4,000 to but not including \$4,500.
- Assistant Director of Purchase—\$4,500 per annum and over. With 13 approved specialties.

More Delay for Nurses

Action on a proposed amendment of the Recreational Service and Public Health Nursing Service which has been on the Municipal Civil Service Commission's calendar for several months was postponed again last week.

All the news... all the exams... accurate... unbiased... in THE LEADER.

Inadequate Facilities For Training Program

The centralized training courses, administered by the Municipal Civil Service Commission for city employees have proven so popular since they were started in September, 1939, that the present staff and facilities are inadequate for the demand.

Departmental requests for courses with a probable enrollment of more than 10,000 for 1941 will find the Training Bureau unprepared to meet the situation. Those courses conducted by the Police and Fire Departments are not a part of this program.

The forthcoming annual report of the Municipal Civil Service Commission notes the eagerness evinced by city employees and their department heads for participation in the in-service training program. From an initial enrollment of 800 employees in the Department of Water Supply, Gas and Electricity, in September, 1939, the Training Bureau now is providing 28 courses for some 6,900 employees in 15 departments and agencies of the city government. It also conducts a course in personnel problems for administrative officials of all city departments.

Wide Variety

The courses, in general, vary in subject matter from clerical procedures and office management to psychiatric and welfare aspects of probation work. The student personnel range from clerks and foremen to administrative officials, including deputy commissioners.

Competitive Civil Service employees are granted service rating credits commensurate with satisfac-

tory attendance. The courses aid employees in preparing for promotional opportunities. The program and course material are planned and administered by the staff of the Training Bureau, in consultation with department and bureau heads. Heading the bureau is plumpish, affable Dr. John Furia. Lecturers and consultants are drawn from the departments themselves, from the examining division of the civil service commission, from private enterprise and from the faculties of the colleges and universities. Most of those serving as lecturers and consultants do so without compensation.

Each course is planned as a result of careful survey and analysis of the departmental functions and procedures, and the instructional material is wholly objective in character.

No Promotion Test For Tunnel Job

A request by the New York City Tunnel Authority for a promotion exam to Accountant, Grade 2, was denied this week by the Municipal Civil Service Commission. However, the Commission denied the request "without prejudice," declaring that it could be renewed again next Spring.

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