

NEW YORK
SEP 18 1940

2

EXTRA 4 PAGE SECTION
Training for a Government Career

Civil Service
LEADER

VETS:
Your Rights
In Civil Service

Vol. 2, No. 1 New York, September 17, 1940 Price Five Cents

—See Page 8

LISTING OF U. S. -- STATE -- CITY
EXAMS FOR NEXT
12 MONTHS

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**State Exams for Printer, Accountant,
Nurse, Chemist, Dentist . . . Page 16**

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Internal Revenue to Take On Clerical Help . 6

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REFEREE EXAM
Where Appointments Will Be Made

0755.L

Auto Engineman Medical Test Begins Next Week

The 3,300 odd survivors of the written test given last December for Automobile Engineman will take their medical exam beginning September 23, and continuing through October 1. The physical competition is scheduled sometime immediately before or after November 1.

The requirements for the medical test follow: Vision must be 20-30, both eyes measured at the same time; eyeglasses allowed. You will be rejected for blindness in one eye. This test,

100% Boy



Arthur McQueen is a tall, lanky, rangy kind of a fellow whose boyish grin belies his 25 years. He doesn't seem to possess the hardness, the trigger-quick

in it indicating the five panels in the coordination test—left turn, right turn, and so forth. Behind these panels, he rigged up an electric light attachment, and had a friend switch the light on and off while he performed the operations from the inside of an old, rickety car that doesn't run.

"I don't think you can improve a man's coordination," said McQueen in answer to a question. "But it sure helps to become familiar with the mechanism."

An excellent physique came from an early interest in athletics. New York's top Sanitation candidate has gone strong for all the sports, especially baseball, which he plays now every chance he gets.

In his day, Arthur has tutored on a round-the-town bus, worked as a bricklayer's helper, and tried his hand at just about everything that came along. Now he's unemployed. And utterly glad for the security that will come with Civil Service. Civil Service may make another difference, too. "I'm single—but not because I want to be," grins McQueen.

POSITIVE EVIDENCE AS TO WHAT THOROUGH PREPARATION WILL ACCOMPLISH FOR DILIGENT STUDENTS IN ENTRANCE AND PROMOTION EXAMINATIONS

9 Delehanty students in the first 10 on the Police Lieutenant list, and 181 of the entire list of 190, or 95%, were our students. Their names and percentages follow:

- | | |
|-------------------------------------|------------------------------------|
| 1. Francis W. Lent 87.85 | 6. Cornelius J. Barry 87.22 |
| 2. Stephen L. Sheedy 87.57 | 7. William T. Driscoll 86.82 |
| 3. John C. Delekman 87.45 | 8. John Wynne 86.67 |
| 4. Thomas-J. P. McVeigh 87.37 | 9. John D. Goodliff Jr. 86.50 |
| | 10. John J. King 86.02 |

The following 4 highest on the eligible list recently promulgated for District Superintendent, Department of Sanitation were our students:

- | | |
|--------------------------------|----------------------------------|
| 1. Max Helfgott 82.90 | 3. Norbert J. Gannon 80.95 |
| 2. Michael Carrano 81.17 | 4. Joseph M. Hayden 80.62 |

8 Delehanty students placed in the first 10 on the Fireman eligible list and 80% of the entire list were our students. Their names and percentages follow:

- | | |
|-----------------------------------|------------------------------------|
| 1. Benjamin Nichamoff 99.24 | 6. Alexander Wolsky 98.00 |
| 2. Isidore D. Deckman 98.86 | 7. Benjamin Teitelbaum 97.88 |
| 3. Sidney J. Graetz 98.54 | 8. Michael Bunth 97.84 |
| 4. Louis Montrose 98.52 | 9. William C. Hamma 97.02 |

In the first 10 names on the last Patrolman eligible list 7 were Delehanty trained, as was 70% of the entire list. Following are the names and percentages:

- | | |
|-------------------------------------|------------------------------------|
| 1. Robert R. J. Gallati 94.28 | 6. Robert M. Jupiter 91.70 |
| 2. Richard E. Sullivan 93.65 | 7. William R. Anderson 91.36 |
| 3. Edwin J. Stokien 93.01 | 8. John A. Ronayne 91.19 |
| 4. Philip D. Brody 92.07 | |

The following 13 of the 18 men who received 100% in the Strength, Agility and Endurance phase of the Sanitation Man Physical Examination were our students:

- | | | |
|-----------------|------------------|------------------|
| Joseph Mitchell | Louis Groman | Nicholas Moccia |
| John Gamrat Jr. | Jack N. Peter | Walter Kochanski |
| Walter Burban | Walter G. Smith | Edward Kochanski |
| Jim Sheppard | Joseph Yushowsky | Eugene F. Schaaf |
| | Rudolph Taddonio | |

The above results should be a guide to those seeking instruction for entrance or promotion examinations, and are in keeping with the consistent showing by our students for many years.

FIREMAN — PATROLMAN

Classes are now meeting for FIREMAN-PATROLMAN. The examination for Fireman should be held in the spring of 1941, as the list expires December 15 of that year. The test for Patrolman should be held late in 1941, as the present list should be exhausted by that time.

Because of keen competition and the type of examinations, prospective candidates should begin preparation NOW! PHYSICAL AND MENTAL CLASSES meet daily at hours to suit the convenience of the student. Enrollment is preceded by a FREE MEDICAL EXAMINATION.

CO-ORDINATION INSTRUCTION

Physical and Coordination instruction for those who have passed the mental examination for AUTO ENGINEMAN.—Classes day and evening. Fee reasonable.

UNEMPLOYMENT INSURANCE REFEREE

NEW COURSE FORMING. Classes meet on MONDAY and WEDNESDAY at 8:30 p.m. in MANHATTAN and on THURSDAY at 8:30 p.m. at 90-14 Sutphin Boulevard, Jamaica.

CARD-PUNCH OPERATORS

Begin preparation for next exam and many openings in commercial field.

- BUILDINGS MANAGER:** Monday at 8:30 p.m.
- SANITATION MAN (Coordination):** Apparatus similar to that in official test. Two machines available. Day and Evening.
- FINGERPRINT TECHNICIAN:** Class forms Monday, Sept. 23, 8:00 p.m.
- TELEPHONE OPERATOR (Female):** Thursday at 8:30 p.m.
- STATE PRISON GUARD:** Tuesday and Thursday at 8:30 p.m.
- PROBATION OFFICER:** Class forms Thursday, September 19 at 8:30 p.m.

CITY ELECTRICIAN, JUNIOR INSPECTOR, STATE COURT ATTENDANT, MASTER PLUMBER'S LICENSE, POST OFFICE CLERK-CARRIER, RAILWAY POSTAL CLERK

For full information regarding these examinations, the days and hours which classes meet, inquire at the school that has a background of 350,000 SATISFIED STUDENTS

Office Hours: Daily, 9 A.M. to 10 P.M.—Saturday, 9 A.M. to 5 P.M.

The DELEHANTY INSTITUTE
115 East 15th Street STUYVESANT 9-6900

if it is the same as that given to Sanitation men, consists of strands of colored wool being shown you. You name the color. Condition of health: you must have a normal heart, lungs, hearing in each ear; no varicose veins; no hernia; no other abnormality which, in the opinion of the examiners, will tend to impair health or usefulness. Candidates rejected for heart or lung diseases, defective hearing or vision, color blindness, hernia, or any other serious defect will be summoned for re-examination not less than ten days after the original examination. If they are rejected or fail to appear, they are eliminated. Candidates rejected for defects readily curable such as varicose veins, hemorrhoids, decayed teeth, underweight or overweight, will be rejected conditionally and allowed to take the physical exam.

AFTER, not before, publication of the list, such persons may request re-examination; they must pass such a re-examination at the time they are certified. Those who pass the medical or are rejected conditionally may indicate to the desk clerk their preference for a day or evening summons for the physical exam. Although night examining is less convenient for the Commission, it will be conducted in the interests of those employed during the day. There are no height requirements for Automobile Engineman, but candidates for the Police Department must meet minimum requirements of 5 feet 7 inches, and 135 lbs. Candidates for the Department of San-

itation must meet minimum requirements of 5 ft. 5 inches and 135 lbs.

Physical Exam

The competitive physical examination will carry a weight of 4 as against 6 for the written; a mark of 75% will be required for passing. The various parts of the test will be as follows:

1. **ABDOMINAL MUSCLE LIFT.** For a perfect score, candidates must lift a 40 pound dumbbell held under the neck from a reclining to a sitting position, his legs being held. A 35 pound lift merits 90%; 25 pounds, rates 75%; 15 pounds rates 60%. Examiners will grade lesser performances.

2. **HIGH JUMP.** A jump of 3 feet 4 inches is perfect; 3 feet merits 85%; 2 feet 8 inches rates 70%. Examiners will grade lesser performances. A run is permitted.

3. **THIGH STRENGTH.** The candidate stands with two levers between his thighs and squeezes. A large dial records his strength from one to 100. Don't be discouraged if you don't get 100% as the machine is adjusted to register 100 only for an extraordinarily strong man.

(Continued on Page 9)

Columbia Institute NEWS

SELECT THE RIGHT SCHOOL

It should interest you to know that many men, some with college educations, who worked as hard as No. 1 and No. 2 man on the Lieutenant's list, did not pass although the men who passed had NO COLLEGE EDUCATION but were trained for this exam by the Columbia Institute.

WHY IS IT THAT OUR STUDENTS PASSED WITH THESE REMARKABLE RECORDS?

NO. 1 MAN PATROLMAN'S MENTAL

NO. 1 MAN FIREMAN

NO. 1 AND NO. 2 MAN LIEUTENANTS AND WHY WAS ARTHUR McQUEEN THE ONLY MAN TO ACHIEVE 100% IN THE PHYSICAL AND 100% IN THE COORDINATION SANITATION MAN TEST? BECAUSE—

Our instructors are experts and specialists in their particular fields. Our training methods are modernly streamlined. Our training methods differ from obsolete methods of cram schools.

Successful Student Says:

One of our successful students, high on Police Lieutenants list says:

"I feel that my success is due to your capability as an instructor (Mr. Caddell). Although I originally enrolled in another school, I dropped the other after attending your school and can truthfully say I would not have passed if it had not been for your personal instruction."

Learn from this man's experience. Pick the RIGHT school FIRST!

Convenient Payments

The low fee, payable in convenient installments, makes it possible for everyone to take advantage of the Columbia Institute training, which specifically meets Civil Service examination requirements.

Register Now

Registration is now going on. You may call for a complete list of tests, at the convenient downtown office, from 9 a.m. until 10 p.m. daily, and until 5 p.m. on Saturday.

DAY AND EVENING SESSIONS

Columbia Institute

(FORMERLY SCHWARTZ-CADDELL SCHOOL)
101 EAST 13TH STREET, N. Y. C. ALGONQUIN 1-6169
Directors: Walter A. Caddell, B.S., LL.B. and Jamey P. Casey, A.B., M.A., LL.B.

Arthur McQueen

First and Only 100%
Sanitation Man
Out of 72,904 Men,
One 100% Man
Was Produced

Trained Exclusively By
COLUMBIA INSTITUTE

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Start Tues., Sept. 17, 6:30

- Referee
- Probation Officer
- File now for these positions.
- Court Attendant
- 8:30.
- Postal Clerk & Carrier
- Applications not yet issued.
- Wage-Hour Inspector
- Applications closed.

RAND EDUCATIONAL INST.
7 E. 15 St. AL. 4-3094

Unemployment Insurance Referee

Lecture Tues., 6:30 P.M.

Drafting

- MECH., AERO., SHIP, ARCH.
- ASST. ENGR. DESIGNER, GR. 4 (B.W.S.)
- Free Lecture, Thurs., 7 P.M.
- JR. ENGINEER, MECH., GR. 3, Free Lecture, Thurs., 7 P.M.
- STATISTICAL DRAFTSMAN
- JR. ENGINEER (SIGNALS)
- UNDER MIMEOGRAPH OPERATOR
- DECK CADET, ENGR. CADET

Midtown School

276 W. 43rd St. (8 Ave.) WI 7-0360

FIREMAN

Be trained by CHIEF McGANNON (Ret.), NEW YORK FIRE DEPT. He is the man who trains FIRE CAPTAINS and LIEUTENANTS. START YOUR TRAINING NOW! ASK ANY FIRE OFFICER!

PATROLMAN This is also included in the same course with FIREMAN TRAINING. Then take any or both exams!

COMPLETE SECRETARIAL COURSES
MOTOR VEHICLE EXAMINER EXAM EXPECTED SPRING 1941
MOTOR VEHICLE INSPECTOR

CLASSES NOW FORMING! REGISTER NOW!

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DANGER
is always present in the work of a Fireman. Here is one being treated for burns received at a fire. Still, the exam for Fireman continues to be attractive to young New Yorkers.

Commission Begins New Appointment Method Without Public Hearing

"We will welcome a court test." That was the answer Civil Service Commissioner Wallace S. Sayre this week made to critics of the Commission's newly inaugurated policy for selective certification.

This policy which allows the Commission to appoint specially qualified persons even though they may not head the eligible lists, will be retroactive—that is, it will apply to all existing lists as well as those in the future.

However, in the future, all persons taking exams will be duly informed of the policy on the examination announcement. The information will read as follows:

"At the request of a department head or upon its own initiative, the Commission may make selective certification of a list resulting from any examination to similar or related positions which require additional or special qualifications not tested specifically by the examination. Such selective certification, except where made on the basis of age or additional or special physical or medical qualifications, will be made only upon due notice to all eligibles affected on this list, and only to obtain eligibles who possess such special qualifications or abilities as can be evidenced by experience record, or by the possession of a license, or by the possession of specified paraphernalia, equipment or facilities.

"Eligibles who pass a non-competitive test administered by the Commission to ascertain the possession of such special qualifica-

tions will be certified to such similar or related positions in the order of their standing on the original list."

No Hearing

Last week the Commission voted the policy into effect without first holding a public hearing. Commissioner Ferdinand Q. Morton, who drew up the plan originally, had stated several weeks ago that a hearing would be held, but this procedure was abandoned.

President Paul J. Kern points out that the U. S. Civil Service Commission used a similar appointing method.

As Commissioner Sayre explained: "The Civil Service rules and law are silent, and therefore such a policy comes within the discretion of the Commission."

According to H. Elliot Kaplan, Civil Service authority, selective certification will stand up in the courts "if it is properly administered."

"If it is abused, or if it is used to favor certain individuals purposely, it won't stand up," he said.

In actual practice the policy will be used most frequently on professional lists to secure persons who can fill positions that require special abilities not tested

in the original examination. Also it will be used to secure persons who possess certain materials or facilities, such as photographers who have equipment not owned by the city.

For example, the Law Department in August asked for a certification of men on the Photographer list who had the following:

1. Office facilities and a dark room.
2. At least four employees.
3. At least two cameras.
4. An automobile.

The appointee had to be willing to work irregular hours, nights, Sundays or Holidays—whenever an occasion arose that the Law Department wanted a picture taken.

The list was canvassed, and four men were certified. Of these, only one met the qualifications, according to Arthur L. Marvin, executive assistant in the Law Department.

Commissioner Sayre said that ordinarily this type of appointment would be only for temporary positions.

Many problems concerning selective certification are expected to appear as the policy is placed in effect. These will have to be solved as they arise, Dr. Sayre said.

Study Material for Fireman Exam

The LEADER each week presents study material for men and who intend to take the coming Fireman examination. Follow the LEADER weekly for news of this exam. Below are questions from the previous exam for Fireman.

1. Suppose hydrants with a flowing capacity of less than 500 gallons per minute to be painted red, hydrants with a flowing capacity between 500 and 1000 gallons to be painted yellow, and hydrants with a flowing capacity of 1000 gallons or greater per minute to be painted green. The principal advantage of such a scheme is that:

- (A) fewer fires would occur.
- (B) more water would become available at a fire.
- (C) citizens could become more acutely aware of the importance of hydrants.
- (D) parking in front of hydrants would be reduced.
- (E) firemen would save time.

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.

2. "With fireproof schools, it would appear that drills are unnecessary." The main reason for believing this statement to be false is that

- (A) panics sometimes occur.
- (B) fire extinguishers are available in every school.
- (C) fire alarms are easily sounded.
- (D) children are accustomed to drilling.
- (E) children should be taught that fireproofing is desirable.

3. When a fireman must render first aid in the case of a simple fracture, his main object should be to

- (A) make sure that no infection sets in.
- (B) stop the flow of blood.
- (C) draw the broken bones together.
- (D) expose the fracture to fresh air by cutting the clothing.
- (E) prevent the movement of the ends of the broken bone.

4. The usual rule, satisfactory for most applications, to find the discharge at a given pump pressure is

(A) divide the pressure at which the pump is rated by the rated discharge and multiply by the pressure at which you desire to find the discharge. (B) divide rated discharge by rated pressure. (C) multiply rated pressure by the reciprocal of the rated discharge. (D) multiply the pressure at which the pump is rated by the discharge at that pressure and divide by the pressure at which you desire to find the discharge. (E) multiply the rated pressure by the square of the rated discharge.

5. If K fires break out during a given month and result in P dollars of loss, the average loss per fire in dollars is

- (A) K multiplied by P.
- (B) P divided by K.
- (C) K divided by P.
- (D) 12 times K divided by 2 times P.
- (E) none of the foregoing.

6. Of the following, the principal advantage of the automatic sprinkler is that it

- (A) requires no chemical assistance.
- (B) discharges water under pressure on a fire at or near the point of flame.
- (C) does not necessitate the use of water.
- (D) discharges water on a fire under greater pressure than can be secured through the use of other devices.
- (E) sounds an alarm which can be heard at a great distance.

7. A volatile liquid is one which (A) vaporizes readily. (B) resists oxidation. (C) heats very slowly. (D) is not a compound. (E) extinguishes fires.

8. The value of carbon tetrachloride in extinguishing fires consists in the fact that it

- (A) is lighter than air.
- (B) is lighter than carbon dioxide.
- (C) liquefies at high pressures and forms a thin mist.
- (D) evaporates when sprayed on a fire and forms a heavy gas.
- (E) liquefies at low pressure and unites with hydrogen.

9. "A soft, wax-like metal, which rapidly decomposes water, on which it floats. It is inflammable and may explode spontaneously on contact with water. It is used in chemical laboratories and is kept under oil or paraffin in glass bottles, tin cans and iron drums." This description best applies to

- (A) picric acid.
- (B) formic acid.
- (C) nitro aniline.
- (D) chloride of lime.
- (E) potassium.

Answers next week.

Buy The LEADER every Tuesday.

Fire Eligibles Hired, Fired

A number of eligibles from the Fireman list were disappointed last week when their appointments as Conductors and Station Agents on the city subway lines were revoked. They were certified and received regular appointments, only to be told that their appointments were rescinded before they even had a chance to start on the job.

According to Dr. Wallace S. Sayre, Municipal Civil Service Commissioner, the revocations were made "because of the uncertainty of the Board of Transportation on the number of employees who will be brought over the demolished elevated lines and the World's Fair spur." Board of Transportation officials will not know until October 15 whether there will be any vacancies for Conductors and Station Agents after the present elevated employees are absorbed.

Pharmacists Wish To Remain As Is

A proposed resolution to reclassify the pharmacist service by including it in the scientific service was indefinitely postponed last week after E. Michael White, secretary to the Department of Hospitals, appeared in opposition to the measure. Paul J. Kern, president of the Municipal Civil Service Commission, was under the impression that the reclassification proposal had originated with White, but the latter declared that he had never heard of it before. Also present at the hearing protesting against the change was Jack Cooper of the Municipal Pharmacist Association. White asserted the resolution "would put all pharmacists into lower grades and abolish the relationship of salaries to duties."

As soon as these criticisms of the resolution were put in the record, president Kern ordered the public hearing closed and said that the whole matter would be held over indefinitely.

Sanitation Physical Test Is Finished

For the 12,000 men who took the Sanitation Man physical before the coordination machinery was set up, coordination tests will begin Thursday September 19th; the tests will be completed October 11th. Since these men are forced to report twice for their physical examination, the Commission will permit individuals to change appointment hours, or, in extreme cases, they will be permitted to change an appointment to a different day.

Except for these 12,000 the physical and mental tests were completed yesterday. The latest figures follow:

The Municipal Civil Service Commission announced yesterday that candidates for the Sanitation Man exam who still have to take the coordination test would

be permitted to take it at night if they are working, or otherwise unavailable, during the day. The night session will continue until 10 p.m.

Passing mark on the Sanitation exam will probably be somewhere between 80 and 84, according to unofficial estimates.

We Suggest - - -

In this new department, THE LEADER will each week include suggestions which are important to Civil Service employees, eligibles, and those seeking to enter the government. Readers with suggestions of their own are invited to submit them to the editors.

THAT COPS get behind the 11-squad chart and really push it. They'll be rewarded with a 48-hour swing if they can get the plan adopted.

THAT COLLEGE BOYS who plan eventually to take the next Patrolman exam, write the Municipal Civil Service Commission for advice on what courses will bring them most credit.

THAT BOOKKEEPERS watch for an important announcement soon on a new test for that position. THAT CANDIDATES for the Sanitation test who don't make the list, start preparing for the next Fireman's exam, due to be announced in the spring.

THAT SKILLED WORKERS with jobs in private industry which seem insecure, apply for federal positions. The new Navy expansion program will make federal jobs secure for years.

THAT ELIGIBLES on the Telephone Operator (male) list organize energetically in order to promote appointments from their list. It looks like a hard winter if they don't.

THAT CANDIDATES for prospective civil service jobs check up on their eyesight before they take their medical exams. The mortality rate for poor eyes is considerable.

THAT THE WORLD'S FAIR provide special free days for state and federal employees, as it is doing for city employees.

THAT THE CITY MARSHALL LIST get active. Why give an exam if you don't intend to use the list?



Telephone Operator . . . ? Situation a Big Mess

The Municipal Civil Service Commission will not hold a competitive examination for Telephone Operator (Female) or Telephone Operator (Male and Female), despite the fact that there is no eligible list for the former position.



MALE TELEPHONE OPERATORS

Police Department prefers police eligibles to do this work

Instead of holding a test for female operators, the Commission in the future will fill vacancies in this position "probably by selective certification" from the Clerk, Grade 2 promotion list, Paul J. Kern, president of the Commission, stated this week. Selective certification is a new policy adopted by the Commission to select workers from eligible lists who have special skills or skills which were not sought in the original examination, (see page 3).

The eligible list for Telephone Operator (Male and Female) expired in July. Meantime, a new list for male operators was established, but so far no appointments have been made.

Jobs In Police Dept.

The list was certified to the Police Department to fill vacancies and to replace provisionals from the Patrolman list who are acting as telephone operators.

However, Commissioner Lewis J. Valentine declared after the certifications were made that he wanted to use the Patrolman list for the positions. His contention is that by using the Patrolman list for Telephone operator jobs in the Police Department, the eligibles receive additional training for the period while they are waiting to be appointed to the regular police force. Under his plan eligibles would serve a few months as Telephone Operators, then go into the regular training period at the Police Academy.

However, opposition comes naturally from the male Telephone Operator eligibles who expected that they would receive jobs. They point out that if these positions in the Police Department are denied to them, there will not be enough vacancies in other departments to absorb them.

The long legal saga of the disputed Question Mark came to a happy end last week for 17 candidates in the promotion exam for Clerk, Grade 2 when they were upheld by Supreme Court Justice Pecora. The candidates all had failed the Clerk, Grade 2 test by the close margin of one point. They all marked the following sentence on the examination as incorrect: "May I help you with your problem of reorganization of the personnel." They marked it wrong on the assumption that it should be terminated with a question mark instead of a period.

Not so, said the legal and grammatical wizards of the Municipal Civil Service Commission. The sentence was correct, of course, with a question mark at the end; but, they contended, it was also correct with a period. In answer to this argument, the Clerks presented a bevy of letters from high-ranking authorities upholding the view that the sentence was a direct question and needed an interrogation point.

"Feeble"

In a 2,500-word opinion, Justice Pecora declared: "Viewed in the light of the imposing array of authorities relied on by the petitioners for the proposition that the sentence was incorrectly punctuated with a period, and the only correct punctuation would have been a question mark, the Commission's effort to establish that it was permissible to terminate the sentence with a period appears feeble."

The Clerks involved in the suit will now have their papers re-rated, according to the court's decision, and they will be placed on the eligible list.

Hearing Again Delayed On Recreation, Health

The Municipal Civil Service Commission decided to delay action for another week on a proposed amendment to the Recreational Service and the Public Health Nursing Service.

Subway Motorman Test Will Be Held

Overruling the protests of the Board of Transportation, the Municipal Civil Service Commission declared last week that the scheduled promotion examination for motorman-conductor will be held on September 25 and 26 as had previously been announced. The Board of Transportation had requested that the examination be cancelled because of the influx of capable men from the recently discontinued elevated lines.

Conductors who had already filed for the promotion exam before the Board's cancellation request, bombarded the Commission

with telegrams, letters and telephone calls requesting that the test be conducted as scheduled. After an investigation, the Commission decided that it will be at least six months until the eligible list from the examination can be established, and therefore there will be ample time for the men from the elevated lines to be assimilated.

Because many of the men did not seem anxious to take advantage of their only opportunity for promotion, the Commission extended the filing date until last Friday, and to assure a satisfactory number of candidates, granted the request of the Towermen that they be declared eligible for the examination.

Free Fair Days For City Workers

Free admission to the World's Fair on a series of special days will be provided to employees of five large city departments, according to an announcement by World's Fair officials last week. The participating departments are Police, Fire, Sanitation, Hospitals and Health, and Parks. A special day is also planned for miscellaneous city departments.

Elaborate ceremonies will mark observations of the various days, with each department staging shows which illustrate its work. It is probable that holidays will be declared for a large portion of the employees to enable them to attend the Fair on the respective occasions.

Events

The schedule of events is as follows: Sunday, September 22, Sanitation Department Day; Thursday, October 3, Health and Hospitals Day; Monday, October 7, Parks Department Day; Wednesday, October 9, Fire Department Day; Friday, October 18, Police Department Day; and Wednesday, October 23, miscellaneous city departments.

Actual employees of the first five departments will be permitted to enter the fair without ad-

mission charges; however, on October 23, for the miscellaneous departments day, employees will have to pay. Fair officials explained that they were able to admit Parks, Police, Fire, Sanitation, and Health Department employees because their work had been an "integral" part of the exhibit. But a regulation in the World's Fair bonds prevents the admission of other city employees.

Special \$1 and \$.50 combination tickets are being sold through the various departments for the departmental days. These tickets are purchased for families and friends of employees and include admission and special discounts to World's Fair amusement features and exhibits. The children of employees will be admitted for 10 cents.

Civil Service News Briefs

Radio Writers Wanted by WNYC

The expansion of the city-owned radio station WNYC, in the last few years has created Civil Service opportunities for persons with creative ability in New York City. Examinations have been held recently for Announcer, Radio Publicity Assistant and Radio Dramatic Assistant.

This month the Municipal Civil Service Commission is issuing applications for the position of Continuity Writer. All college graduates who have one year of experience in radio dramatics and publicity are eligible. The post pays \$1,800 to \$2,400. At present there is one vacancy.

Junior Engineers Get Oral Test

Oral tests for 296 candidates who passed the written exams for Junior Engineer (Civil), Grade 3 and Junior Engineer (Housing Construction), Grade 3 will begin on Thursday, September 19, the Municipal Civil Service Commission announced this week. These

oral tests are designed to determine the training, experience and personal qualifications of the candidates. A passing mark of 70 has been set for the oral tests.

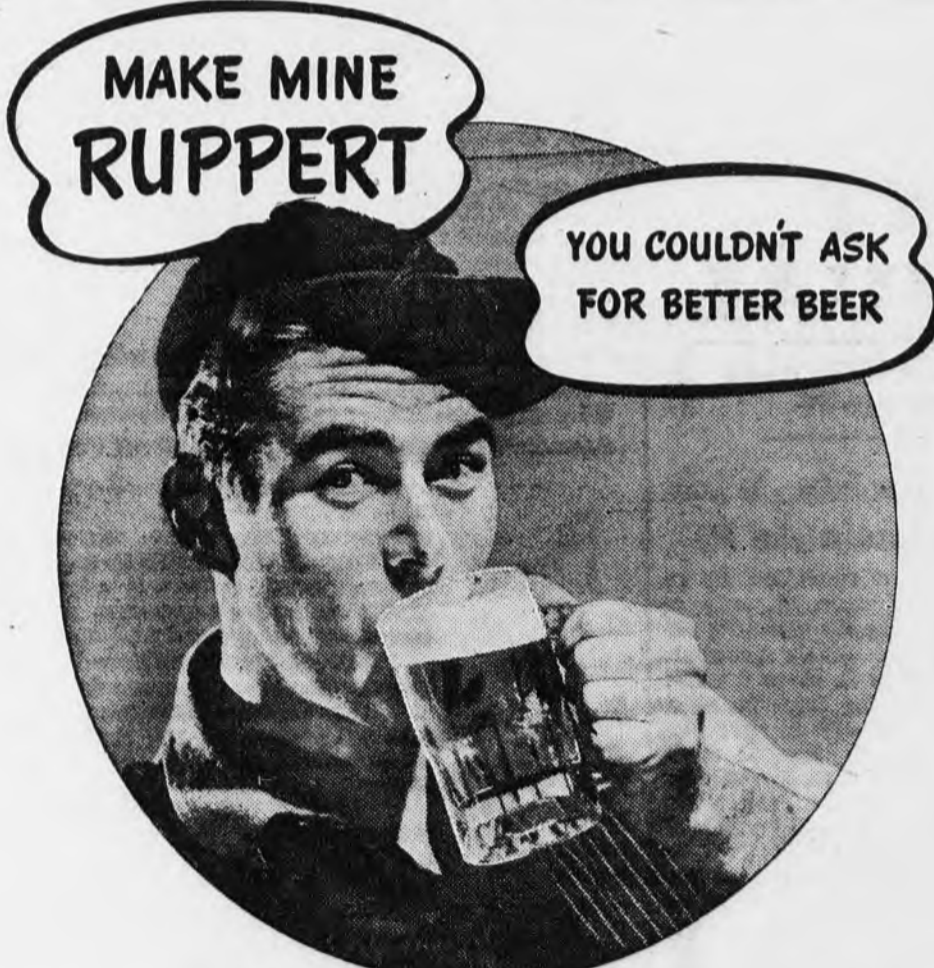
Promotion Test For Law Counsel

A promotion test for Assistant Counsel, Grade 4 will be held at the Law Library of the Board of Transportation Building, 250 Hudson St., on September 21, the Municipal Civil Service Commission announced this week. The passing mark for the test has been set at 70.

Radio Program About Civil Service Workers

A new radio program, "Servants of the City," has just been inaugurated by the Municipal Civil Service Commission over Station WBNX every Tuesday at 2 p.m. The program is conducted by Maurice Dreicer, who is master-of-ceremonies on the "Where are You From?" program.

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Motor Inspector Test

PROBABLY IN STATE WINTER SERIES

Paralleling the coming test for Motor Vehicles License Examiner, a new exam for Motor Vehicles Inspector may also be in a winter series of the State Civil Service Commission. The License Examiner list expires May 25, 1941; the Inspector list expires July 18, 1941.

Although originally set for the Public Service Commission, the Inspector list was used mainly to fill jobs in the Transit Commission. Employees who filled the title in the Transit Commission, however, were laid off on July 1, as their work has been abolished under the change of the Commission from the State's to the city's jurisdiction. Many of these are now working as Motor Vehicles License Examiners.

Requirements for the previous test, held in 1936, called for education equivalent to graduation from grammar school. In addition, candidates had to meet one of the following qualifications: (a) eight years experience in repair, assembling, or mechanical inspection of autos, trucks, or buses driven by internal motors, two of these years in buses or heavy trucks, or both; or (b) eight years experience supervising or managing a motor bus line, being responsible for maintaining motor equipment; or (c) a satisfactory combination.

Candidates were expected to be familiar with the problems of public motor vehicle transportation, schedules of operation, methods of maintenance and general operations, to have a knowledge of the New York State Public Service Law and the regulations of the

Public Service Commission affecting omnibus operation, and to be familiar with the major features of the Vehicle and Traffic Law.

Further information on this test and the Motor Vehicles License Examiner test will appear in THE LEADER as soon as available.

Shhh! Nobody Will Know Your Place on the List

Professional men, it seems, don't take Civil Service exams. Not that they don't want to work for the government. But they just can't afford to have a list appear with their names way down low. Their professional standing is at stake.

Last week the State Civil Service Commission moved to eliminate this difficulty. Heatedly discussed at its meeting Wednesday and Thursday at Albany was the proposal that when the lists for Principal, Associate, and Senior Personnel Technicians are established, only the first three names on each be announced. In this way, the reasoning goes, no one need know how the others rank on the list. Further appointments would, when necessary, be made in the same quiet way. The matter was put to the Commission by the committee which conducted the exams in New York City and Chicago several months ago. As one spokesman of the committee put it: "We felt that with so many excellent candidates, it was not a matter of pass or fail, but of the best people for the job."

No Final Action

The Commission did not take final action on the matter. Should a change of rules be necessary, the Governor's signature must be forthcoming before it goes into effect. The Technician lists are expected shortly, and those getting the jobs will work for the

State Civil Service Commission in servicing local commissions.

Affected by the new policy, should it go into effect, will be doctors, lawyers, teachers, and those in other professional lines.

Hospital Attendant List Almost Finished

All but 2,000 of the 16,250 papers submitted June 29 in the Hospital Attendant exam have been checked, following the original rating completed two weeks ago. After the check, various clerical duties have to be performed, and the list will probably not be out before December 15, 1940. The first appointments will be made on January 1, when the job is officially transferred into the competitive class.

The 12-man commission studying the switch of non-competitive jobs to the competitive class will meet later this month. It will discuss the setting up of zones in which Hospital Attendants are to be appointed, promotion lines for Attendants, and the possible switch of Nurses to the competitive class.

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Jr. Clerks Certified To Tax Department

2,400 Junior Clerk eligibles were certified by the State Civil Service Commission last week to the Tax Department, in a mass move to find out just what sort of employment those on the list will accept. The certifications are for permanent jobs at \$900. Included are unappointed eligibles from the top of the list.

Frank J. Prial, Editor THE CHIEF New York City Dear Mr. Prial:

Sorry to have to mention this so often, but you're wrong again. Applications for the Unemployment Insurance Referee test, we see by last Friday's Chief, won't be ready until Monday. That's odd—because on Friday afternoon, at about 3 o'clock, the first batch of 3,000 applications arrived at 80 Centre Street, N. Y. C. Not only that, but they were available earlier in the week up in Albany.

Here's a suggestion: why don't you follow the LEADER regularly for ACCURATE Civil Service news? You'll find it at your nearest newsstand at 5 cents a copy, or by subscription for \$2 a year.

CIVIL SERVICE LEADER

This is a major step in the Commission's new task of re-canvassing, for both permanent and temporary work, eligibles on the lists for Junior and Assistant Clerk, Junior Stenographer, Assistant File Clerk, and Junior Typist.

It is learned that some eligibles on the Junior Stenographer list are yet to be canvassed for temporary work at \$900. As soon as the Junior list is exhausted for such positions, Assistant Stenographer eligibles will be asked if they will accept temporary Junior Steno jobs at \$900.

"Where Do I Stand?" the regular tabulation of latest certifications and appointments from these popular State lists, will appear again in THE LEADER as soon as the State Commission has prepared it.

Referee Exam: Where Appointments Will Be Made

Appointments from the Unemployment Insurance Referee list, to be established on the basis of the November 16th exam, (full requirements appear on page 16), will be made by judicial district or districts as far as practical. The lone exception is Albany County. The State is divided into the following districts:

First and Second — Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk.

Third — Albany, Columbia, Greene, Rensselaer, Schoharie, Sullivan, Ulster.

Fourth—Clinton, Essex, Franklin, Fulton, Hamilton, Montgomery, St. Lawrence, Saratoga, Schoenectady, Warren, Washington.

Fifth — Herkimer, Jefferson, Lewis, Oneida, Onondaga, Oswego.

Sixth—Broome, Chemung, Chenango, Cortland, Delaware, Madison, Otsego, Schuyler, Tioga, Tompkins.

Seventh — Cayuga, Livingston, Monroe, Ontario, Seneca, Steuben, Wayne, Yates.

Eighth—Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming.

Ninth—Dutchess, Orange, Putnam, Rockland, Westchester.

The five years experience requirement for lawyers must be met by the date of the examination. In other words, all lawyers admitted to the bar by November

16, 1935, are eligible.

Applications were returned last week to candidates who took the cancelled Senior Unemployment Insurance Referee and Unemployment Insurance Referee tests on March 25, 1939, with a note that the Senior exam would not be held. They were asked either to fill out a new application blank, or to bring their previous application up to date. They must now enclose a \$3 filing fee; the previous exam was held before the State started to charge fees.

Blanks are available at 80 Centre Street, New York City, and at the State Office Buildings in Albany and Buffalo. In addition, they will be sent by mail if six cents and a self-addressed envelope are enclosed to the Examinations Division, State Department of Civil Service, Albany.

Full data on progress of the Referee exam, together with study material, will appear regularly in THE LEADER.

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ON THE U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

Snarl Holds Up Card-Punch Test

An unexpected snarl has held up the card-punch test. Several hundred applicants, in good faith, it seems, took what they believed to be an intensive three-weeks course on the card-punch machines, courses which they believed made them eligible for the test.

The Civil Service Commission investigated and discovered that many applicants had an average of only six hours training per week and now the Commission is trying to decide whether to admit these persons to the test. The Commission's dilemma results from the ambiguity of its original announcement, which did not clearly define how much training "three weeks intensive training" meant.

The snarl comes at a time when the hopes of those who filed for the card-punch exam run high. There are growing indications of increasing use by the government of hand card-punch machines. Also, the bulk of the card-punch jobs, which were scheduled to be temporary in the Census Bureau, began to look as if they would become permanent.

Permanent Status

Senator James Mead of New York had introduced an amendment to the Ramspeck bill (see last week's issue for full story) which would have the effect of giving temporary Census employees a full Civil Service status. The Mead amendment would give to Census employees the right to transfer to other federal agencies and the author believes hundreds



SENATOR MEAD
"Give 'em status"

would be able to land jobs in the expanding national defense agencies.

To be eligible for full Civil Service status, the temporary Census employees would have to maintain good efficiency ratings, must have served at least six months, and must be recommended to the Civil Service Commission by the Commerce Secretary.

Another Mead amendment would protect the jobs of federal employees called to military duty. Substitutes hired to fill jobs of federal employees ordered to military service would be on temporary basis only. When the former employees return, they would have to give up their jobs.

President's Committee to Report On Civil Service

Without fanfare, the President's committee on Civil Service Reform will meet in Washington on September 30 to make recommendations to President Roosevelt which will have a far-reaching effect on the million Federal employees.

For the first year and a half, committee experts have been studying Federal employment in all its phases which includes retirement, veterans preference, and the administration of the Civil Service Commission among other things. In-service training and examination techniques are among other problems that have been studied.

The President created the committee to study the feasibility of placing under Civil Service the jobs of professional employees such as attorneys, administrators, scientists, G-Men and the like, but the body decided to expand the scope of its inquiry to cover all Federal employees.

Recommendations

It is taken for granted that the committee will recommend the President bring the jobs mentioned above under Civil Service, but what it will say about all the other problems hasn't been decided.

Supreme Court Justice Stanley Reed is chairman. Serving with him are Justice Felix Frankfurter, Justice Frank Murphy, Attorney General Robert Jackson, William H. McReynolds, the President's Administrative Assistant on personnel matters; Former Civil Service Commissioner Leonard White, General Robert E. Wood, Sears-Roebuck president, and Gano Dunn, of the J. C. White Engineering Co.

Internal Revenue to Take on Clerical, Professional Help

OFFICE WORKERS, LAWYERS, ACCOUNTANTS

The Internal Revenue Division in New York will soon be hiring many more employees—just how many has not yet been definitely decided. The new employees won't need to be under Civil Service, since they'll be under bond to the collector.

Congress recently appropriated \$5,000,000 to hire additional employees in the collector's offices throughout the country. Reason: Current tax legislation increases the quantity of work which must be done by the collector's office.

Since New York is the largest district of Internal Revenue, the number of employees to be hired will probably be fairly large. John B. McNamara, Assistant to the Collector in the New York Custom House, has informed The Leader that employees to be selected will include office help, clerical workers, accountants, and lawyers. Most of those chosen for the openings will be from lists of temporary employees who have performed services for the department in past years. Their duties will include, among other things, instructing the public in proper methods of filling out income tax forms.

But McNamara stated that there will be openings for others than those who have had temporary assignments with the department in years past. In charge of taking on new people will be Collector James J. Hoey. The Custom House is at the Battery, Manhattan.

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Jobs Possible for Dismissed U. S. Workers

Federal employees dismissed on or after June 30, 1939, will have opportunity to get jobs in national defense agencies under an amended executive order issued last week. Hundreds of former

U. S. Will Give Special Training to Engineers

There's a real shortage of trained engineers, so serious, that President Roosevelt has called on Congress to appropriate \$9,000,000 which can be used to give promising engineers specialized courses in our colleges and universities.

The Office of Education, a branch of the Federal Security Agency, would be given the funds under the President's proposal. Further information may be obtained from the agency.

It is planned to give engineers who are, or who will be employed on national defense projects, specialized courses in designing, material inspection, production supervising, stress analysis, engineering drafting, naval and marine engineering to include a few of the most important.

Congress is expected to act on the President's request within two weeks.

employees from Public Buildings Administration, Works Projects Administration, Accounts & Deposits, and Procurement, among others, will benefit by the move.

To be eligible for the preferred list, persons must have good records, must have worked six months prior to June 30, 1939, and must stand Civil Service tests.

Date for Steno Test Postponed

The District Office of the U. S. Civil Service Commission has not yet set a date for the male Typist and Stenographer test. Still pending are the rest of the examinations for the Steno and Typist tests announced from the Washington office of the Commission for jobs in the District of Columbia only. They'll probably be given September 21 through 28. According to James E. Rossell, district manager, the card-punch and male typist tests probably won't be given until the Washington exam is completed.

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War Dept. Plans

While the nation's legislators were wrangling over the conscription bill, tight-lipped War Department officials were quietly making plans for the administration of the law. Here are a few of those plans—still tentative, but fairly certain to go into effect.

1. Thousands of new employees will be hired to perform a wide variety of tasks, mostly clerical.

War officials, it is known, have worked out a plan to decentralize the draft machinery as much as possible. This would take the form of setting up state and county committees to administer conscription. Few employees, comparatively, would be actually added in Washington. Most would work in the field.

2. One plan under consideration is to make out a punch card for each person who would register under the selective service bill. This would require at least several hundred card punchers in Washington.

Whether the card punch test soon to be given will result in a sufficient number of eligibles to handle the job or whether the U. S. Civil Service Commission will have to announce a new test, is a

matter of conjecture.

The Commission has something like 600 card punchers working temporarily now on the "qualification file" of some 750,000 government employees. These files contain complete information about the various talents and capabilities of these workers. Hundreds of additional card punchers are at work in the Census Bureau, with more coming as a result of the test in the near future. Both of these jobs may reach the point where employees could be switched to the Army for similar work. If a new test isn't being planned now for card punchers, certainly officials aren't closing their eyes to the possibility of holding one.

The LEADER will carry full information of the effects of conscription on civil service employees. Address any questions to Question, Please!, Civil Service Leader, 97 Duane Street, N. Y. C.



PRACTICAL TEST

Filing for the federal Motion Picture Operator test ended recently. Candidates are now being put through their paces

Shortage of Air Instructors

In connection with the National Defense Program there is an urgent demand for instructors in the air corps technical school of the War Department. An insufficient number of eligibles resulted from an examination for filling these positions which closed on August 15, 1940. The United States Civil Service Commission has therefore reannounced an examination to fill the following positions:

Instructor, air corps technical school, \$3,800 a year; also associate instructor, \$3,200; assistant instructor, \$2,600; and junior instructor, \$2,000 a year. The salaries are subject to a retirement deduction of 3½ percent.

Applications will be rated as received at the Washington office of the U. S. Civil Service Commission until further notice, and certification made as the needs of

the service require.

Separate lists of eligibles will be established in the following optional branches of instruction in the aircraft field: Carburetion systems, engines, hydraulic systems, instruments, mechanics, propellers, fabric work, sheet-metal work, welding, heat treating, parachutes, and Air Corps fundamentals. Employment in these positions is under the Army Air Corps and vacancies will be filled at Chanute Field, Rantoul, Ill.; Scott Field, Belleville, Ill.; and Lowry Field, Denver, Colo. Applicants must have completed at least 14 units of high-school study and must have had certain experience as instructor in shop subjects or as shop supervisor.

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FIRE BELLS

By JAMES DENNIS

Where's That Chief Exam?

We would like to know what ever happened to that promotion examination for Chief of the Department. The job has been vacant ever since McElligott's bungling fiasco last Winter. The Civil Service Commission declared, when it ordered the test several months ago, that it wanted to be prepared with a list in case the Mayor decided to appoint a Fire Chief to fill the vacant post. A check with the Commission last week turned up a lot of hedging and hemming and hawing. The Commission didn't know when the test would be held; the Commission didn't know whether or not there was a vacancy; the Commission didn't know whether or not there was a budget line for the position, etc., etc. We suspect McElligott will stay on, further impairing the morale of the men in one of the most vital departments in the city; that he'll hang onto his job until he's assured a fat pension at full pay for life.

Favorite Fireman

Our favorite Fireman this week is cool-headed, quick-thinking George Stumpf. One day last week he was making a purchase in a candy store near 330 Throop Ave., Brooklyn. Suddenly, he heard cries and rushed out to see two-year-old Robert Sigeman teetering dangerously on a third floor ledge of his home. As pedestrians stopped to shudder while the baby crawled along the ledge, Fireman Stumpf stood tensely below, his arms cradled to catch the child if he fell. Meantime, Patrolman George O'Kane raced up-

stairs to pull the baby back, but not in time. Robert suddenly slipped and came hurtling 30 feet towards the street. Stumpf braced himself and held firm. He staggered as Robert fell into his arms, but he did not lose his footing. A cheer went up from the crowd of bystanders.

After a doctor examined the baby, he pronounced him fit as a fiddle, no injuries. Stumpf went on about his business!

Memorial Service

Memorial services for deceased members of the Fire Department

POLICE CALLS

By BURNETT MURPHEY

Police Score Crime Dramas

The International Association of Police Chiefs went forcefully on record last week in Milwaukee against crime dramas presented over the radio as a contributing factor in juvenile delinquency. To put teeth in their opposition, they decided in the future not to supply the facts in crime cases to script writers. They complain that in most cases the radio dramas distorted the true facts about cases and left a wrong impression.

Another feature of the meeting was the revelation that police all over the U. S. will soon receive training by the FBI on the handling of spy and sabotage cases in the national defense program. The training program will start on September 30. The men to be trained have already received a preliminary course by the FBI.

Matthew F. McGuire, assistant to the U. S. Attorney General, in explaining the training program, declared: "We will not be caught unprepared in the handling of the fifth column as nations in Europe were. While the FBI has been enlarged it is still too small to cover the entire subversive field.

"We must have help from the police and we must all be schooled in eliminating waste efforts

through overlapping. Control of subversive activities is so important that the Department of Justice feels policemen should be put on the deferred list in the draft."

PBA Convention

The annual convention of the Patrolman's Benevolent Association was held last week at the Police Recreation Center, Platte Cove, Greene County, New York. When president Joseph Burkard called the convention to order Tuesday morning, 256 delegates were present. After the opening preliminaries, the delegates immediately got to work on the 1940-41 legislative program.

The delegates adopted a resolution calling for the assignment of a Police Surgeon to the Borough of Richmond. At present men from Staten Island must visit Police Surgeons in Manhattan, Brooklyn or Queens. The resolution specified that the Surgeon must be a resident of Richmond. The Uniform Committee of the Association reported that a new type of glove for members of the Patrol divisions has been adopted. The glove is a Goat Skin Glove, and men can purchase either lined or unlined gloves.

It was also announced that since the cost of material has risen, a slight rise in the price of uniforms will probably occur in 1941.

Arrangements are now being made, officials of the Association declared, for two streamlined ambulances at the World's Fair. These ambulances will be fully-equipped and assigned to transport sick or injured patrolmen to hospitals.

Program

The following five-point legislative and administrative program was adopted by the delegates:

1. To seek the filling of all vacancies.
2. Enactment of a mandatory age limit for retirement.
3. Additional compensation for men in service of 25 years or longer.
4. Payment of \$2,000 entrance

will be held at Fireman's Monument, 100th St. and Riverside Drive on Sunday, October 6 at 3:15 p. m.

Lieut. List In 10 Weeks

The eligible list for Lieutenant, Fire Department will be ready in approximately 10 weeks, according to a checkup this column made with the Municipal Civil Service Commission. Week to week progress on this list will be reported in this column and the names of new eligibles will be published as soon as they are released by the Commission.

Arsonists Take Warning!

Speaking before the International Association of Police Chiefs at Milwaukee last week, Thomas P. Brophy, Chief Fire Marshal of New York City, issued a sharp warning against arsonists. Brophy, who has spent 30 years in studying and tracking down firebugs, said that arson is the favorite instrument of saboteurs. "It is useless to build fences, guard gates and install fire protection if persons with anti-American minds are permitted to stay on American payrolls. This is not the time for soft words. There is too much at stake!"

salary for men in the Police Training School for Recruits, instead of \$1,200 they receive at present.

5. Full pay at the end of three, instead of five years for Patrolmen.

WELFARE DEPT' NEWS

By HENRY TRAVERS

Reform Group Tries to Cancel Mayor's Action in Welfare Case

Claiming that the changing of the titles of 115 Social Investigators to Veteran Relief Investigators was a deliberate effort on the part of the Board of Estimate to thwart court orders, the Civil Service Reform Association brought suit in the Supreme Court last week to have the action nullified.

H. Elliot Kaplan, counsel for the Association declared that the issue at stake is "whether the public officials may take it upon themselves to violate the State Constitution and the Civil Service law, and flout orders of the court, however commendable may be their objective."

The 115 investigators are war veterans who were appointed without taking a Civil Service examination.

Last Friday the veterans argued before Supreme Court Justice Lloyd Church for the right to intervene in the case. The court reserved decision. The case will be argued September 23.

Taxpayer's Suit

Brought as a "taxpayer's action" in the name of Richard Welling, association president, the case presented a second argument—that 105 Social Investigator eligibles were notified of appointment and therefore may be eligible for salary payments. Should this be true, it would cost the city more than \$75,000 to pay salaries for services not rendered.

Kaplan contended that another \$50,000 had been lost by the delay of the past six months of city officials in complying with court orders requiring appointments from Civil Service lists.

It was also pointed out that the

Board of Estimate "must be conscious of the fact that no action taken by them can give the veterans permanent employment without competitive tests. The courts have held their employment illegal in at least half a dozen cases brought by the veterans themselves in the last 18 months."

Meanwhile a group of Social Investigator eligibles failed last week in their attempt to have Welfare Deputy Commissioner Edward Corsi cited for contempt of court in refusing to oust the veteran provisionals. Supreme Court Justice Pecora ruled that Corsi merely followed the instructions of the Board of Estimate and that it was not his duty "to pass judgment upon the matter."

New Case Coming

A third case involving veteran provisionals in the Welfare Department was expected to come before the courts this week. This involves the same principal as that of Social Investigator provisionals and is directed against war veteran Grade 1 Clerks. A group of eligibles on the Clerk, Grade 2 promotion list is bringing the action. Counsel is Albert de Roode. Chairman of the group is Leon Cornfeld, clerk in the Welfare Department's Central Office.

The Nice Things

Alice M. Brophy, former administrator of D.O. 81, who was transferred to D.O. 84 this month, was given a luncheon the other day at Brooklyn Heights. Alice received a Russian jilgree bracelet set with turquoise, a gift of staff members of D.O. 81. Florence Holzleider, secretary to Miss Brophy in D.O. 81 and now holding the same position in D.O. 84, was also given a farewell luncheon by D.O. 81 staff members last week. It was really a combination farewell and wedding party, for Florence was married on Sunday, September 8. The staff presented her with a complete set of stemware. . . . Lovely Louise Murano, of the Division of Special Studies, resigned Saturday to become the bride of Roy Silane . . .

Buy The LEADER every Tuesday.

Mental Hygiene Notes

By JOHN F. MONTGOMERY

Reelected

A complete vote of confidence was expressed in the administration of the Association of Employees of the Department of Mental Hygiene last week, when the entire slate of officers was reelected at the annual meeting in Albany.

Ready to serve for another year are John A. McDonald, president, Rochester State; John Livingstone, vice president, Hudson River State; Mrs. Lucy S. Baumgras, secretary and treasurer, Marcy State. McDonald announced that he will soon name the executive committee.

Roscoe C. Griffith, of Utica State, was reelected employee representative on the State Hospital Retirement Board, and ex-ASCSE head William M. McDonough will again serve as special Albany representative. Patrick J. McCormack, auditor in the Mental Hygiene Department's Albany office, was endorsed as candidate for reelection to the ASCSE's executive committee.

Speakers at the annual meeting were Charles A. Brind, president; John T. DeGraff, counsel, and Joseph D. Lochner, executive secretary, all of the ASCSE.

Graduation

Twenty diplomas were awarded last week at the annual graduation of the Hudson River State Hospital School of Nursing, in the Assembly Hall. The graduates are:

- Edna Kathryn Acker, Mary Apuzzo, Dorothy Emily Bargeski, Audrey Harriet Billingham, Leona Mae Burns, Winifred Mary Caire, Marion Catherine Crotty, Marie Gertrude Ellsworth, Emily Beatrice Flanagan, Dorothy Marguerite Hilger, Mary Agnes Hoffman, Victoria Osika, Eleanor Jeanette Poucher, Dorothy Anna Reardon, Emily, Pearl Schetter, Florence Marguerite Scoma, Raymond Earle Brewster, Arnold Theodore Austin, John Raymond Peluso, and Charles Angus Schoonmaker.

Willard Resolutions

Three resolutions were put before the new grievance committee just set up at Willard State after a meeting of the local chapter of the New York State Hospital Employees Association, Council 323 of the Civil Service Forum. They asked: 1) a stop to kitchen and other employees working out of title; 2) a change in conditions for dining-room employees working a broken eight-hour day; 3) extension of the competitive class to all employees in the institutions.

Elected at the meeting were A. P. Driscoll, president; Owen Lee, vice president; Arthur Christensen, secretary; Mirill Whitney, treasurer; Ethel Bombard, financial secretary.

Lest We Forget

Funeral services for the late Lewis M. Farrington, secretary of the Department of Mental Hygiene since 1921, were held Labor Day at the Methodist Church in his native North Chatham. Farrington died after a sudden heart attack the Friday afternoon before, just after putting about in the garden he loved.

In the department since 1905, Farrington rose to assistant secretary in 1911, assistant secretary and treasurer in 1915. (For full details, see "Merit Men" in the Leader of August 13).

LIQUOR SPECIALS

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CIVIL SERVICE RETIREMENT LAW
IN BRIEF
Handbook of Information
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By
ROBERT H. ALCORN
REVISED 20TH ANNIVERSARY EDITION
JUNE, 1940, WASHINGTON, D. C.
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Exams Coming in Next Twelve Months

What examinations will be held in the next 12 months?

The Leader, in the following tabulations, attempts to answer this question. By checking over city, state and federal lists, looking into the needs of various departments, The Leader has made a survey. The list, while not complete, is fairly thorough on the basis of available information.

One thing is important to re-

member. These lists are unofficial and tentative. They were compiled in The LEADER's office on the basis of the frequency of past exams. The city, state and federal Civil Service Commissions did not release the lists. Therefore, readers are asked not to write to the Commissions concerning details of these exams. You should wait until they are announced officially. All details concerning duties and requirements will appear in The LEADER at that time.

They are presented as an aid to those who wish to know in advance what's coming, so that they may prepare. In coming issues, The LEADER will present the probable requirements for many of these jobs, together with study material.

The majority of the city exams have already been ordered by the Municipal Civil Service Commission, and the rest are for city eligibles lists which are expiring soon.

CITY Competitive

- Assistant Chemical Engineer, Grade 4
- Assistant Director (Bureau of Laboratories)
- Assistant Director of Public Assistance (care of Homeless and Transients)
- Assistant Librarian (Music)
- Assistant Train Dispatcher (I. C. O. S.)
- Attendant-Messenger, Grade 1
- Auto Truck Driver
- Blueprinter
- Bookkeeper
- Bridge Painter
- Buyer (Textiles and Clothing)
- Buyer (Hospitals and Surgical Equipment)
- Cancer Research Assistant
- Cashier
- Civil Service Examiner (Civil Engineering)
- Conductor, (I.C.O.S.)
- Court Attendant
- Dentist
- Deputy Medical Superintendent, Grade 4
- Director of Public Assistance
- Deputy Medical Superintendent, Grade 4
- Electrician
- Elevator Operator
- Fireman
- Gasoline Roller Engineer
- General Mechanic (Various Specialties)
- Inspector of Blasting, Grade 2
- Inspector of Foods, Grade 2
- Inspector of Equipment (Electrical R. R. Car Equipment), Grade 3
- Inspector of Equipment (R.R. Cars and Trucks), Grade 3
- Inspector of Plumbing, Grade 3
- Institutional Inspector, Grade 3
- Junior Administrative Assistant (Office Planner)
- Junior Administrative Assistant (Civil Engineering)
- Junior Engineer (Mechanical), Grade 3
- Law Clerk, Grade 2
- Marine Engineer
- Matron
- Medical Inspector, Grade 1 (Ophthalmology)

- Pathologist (Orange County and City of New York)
 - Patrolman (just a bare possibility)
 - Pharmacist
 - Physio-Therapy Technician (Women)
 - Prison Locking Device Maintainer
 - Probation Officer
 - Senior Maintainer (Office Appliance Typewriters)
 - Station Agent
 - Superintendent of Camp LaGuardia
 - Superintendent of Plant Operations and Maintenance
 - Supervising Tabulating Machine Operator
 - Supervisor of Markets, Weights and Measures
 - Telephone Maintainer
 - Telephone Operator, Grade 1 (Female) (Now in controversy)
- Promotion**
- Architectural Draftsman, Grade 4 (Dept. of Public Works)
 - Chemist (Dept. of Purchase)
 - Chief (F.D.)
 - Chief Towerman (I.C.O.S.)
 - Draftsman (Department of Hospitals)
 - Draftsman (Map Letterer), Gr. 4
 - Foreman (R.R.), Board of Transportation
 - Gardener (Department of Parks)
 - Marine Engineer (City-Wide)
 - Matron (Hospitals)
 - Program Director (Public Works)
 - Senior Investigator (Investigation)
 - Senior Supervisor, Grade 4, (Social Service), city-wide
 - Supervising Tabulating Machine Operator, Grade 3 (Health Transitman, Grade 4 (City-Wide)

- Labor Class**
- Change of Title to Plumber's Helper (Park Department)
 - Electrician's Helper
- STATE**
- Aquatic Biologist
 - Bookkeeping Machine Operator, Assistant
 - Compensation Referee

- Court Attendant, First and Second Judicial Districts
- Court Stenographer, First and Second Judicial Districts
- Disease Control Veterinarian
- Engineer and Instructor, Assistant
- Investigator (of Accident Claims), State Insurance Fund
- Junior Analytical Chemist
- Medical Bill Auditor, Assistant, State Insurance Fund
- Medical Investigator, State Insurance Fund
- Motor Vehicles Inspector
- Motor Vehicles License Examiner
- Nurse (If switched to competitive class)
- Patrolman (Special), Niagara Frontier State Park Commission
- Physiotherapist
- Public Service Accountant, Associate
- Social Service Worker
- State Publicity Agent
- State Trooper
- Teacher of Adult Education
- Tabulating Clerk (Hollerith Key Punch Operator), Assistant
- Traveling Payroll Auditor
- Underwriting Clerk
- X-Ray Technician

- FEDERAL**
- Accountant and Auditing Assistant



TAKING AN EXAM

- Administrative Assistant, Senior
- Apprentice, Government Printing Office
- Assistant to Technician, Junior
- Automobile Mechanic, General
- Biologist, various branches
- Billing-Bookkeeping Machine Operator, Junior
- Calculating Machine Operator, Junior
- Card Puncher
- Chauffeur
- Civil Service Examiner, Junior
- Custodial Officer, Junior
- Draftsman, various branches
- Engineer, various branches
- Entomologist, Junior
- Farmhand
- Fireman, various branches
- Fireman-Laborer
- Garageman-Driver, Substitute
- Guard, various branches
- Helper, General

(Continued on Page 13)

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Privileges of War Veterans

By H. ELIOT KAPLAN

Considerable misunderstanding and confusion exist in the minds of the civil service employees and the veterans as to the privileges and rights accorded to veterans in the civil service, federal, state and municipal. Misunderstanding of these rights often leads to unnecessary friction and suspicions; and sometimes result in unfairness in the attitude of some employees toward the war veterans in the service.

Federal Preferences

Not all veterans are granted preferences in appointments in Civil Service. As a rule, only disabled veterans are entitled to go to the head of a list after they have received a passing mark. They are entitled to priority in appointment before all others on the list and regardless of their rating in the examination.

In the federal service disabled veterans are entitled to receive 10 additional points to be added to their earned rating in the examination. All other veterans receive 5 additional points to be added to their examination ratings. The veterans under the present law need not receive the minimum passing mark, let us say, of 70% fixed for the examination, as required of all other candidates. So that if a disabled veteran receive a rating of 60% in the ex-

amination he automatically gets 70%. Other veterans who are not disabled may receive as low as 65% and then automatically they will get the 70% passing rate and go on the list. A disabled veteran, once he gets on the list, goes to the top of the list. Other veterans get no further preference beyond the 5 point credit so far as appointments are concerned. However, if a disabled veteran should receive less than 60% in the examination he does not get on the list at all and gets no further preference right. Similarly, other veterans, non-disabled, who receive ratings under 65% are out of luck. These preference privileges in the federal service are accorded by executive orders of the President pursuant to a general statute authorizing him to grant preferences to veterans.

In the federal service the Commission includes among the veterans entitled to preference privileges not only to war veterans, but also ex-soldiers who have been honorably discharged, even though they have never seen war service. This applies both to the military and naval services. Frequently the Federal Commission holds examinations quarterly or semi-annually for the purpose of permitting disabled veterans to take examinations and obtain

which would give each man a 48-hour swing. If you quit work at 4 this afternoon (say it's Tuesday), you'd come back to work at 4 p.m. on Thursday—a full 48 hours, and a real day off.

What Cops Think

We canvassed a good many cops during the week, some of them men on the beat, and some of them pretty high up—and not a single one opposed the 11-squad system. Every one felt that the morale of the force would be vastly improved if the system were put into effect.

A number of cops wrote in, and some phoned, asking us to show just how a man could put in 6 tours a week, and still get "two days off", that is 48 hours.

"You'd need 8 days a week," they said. Others pointed out that a man would come on and off at the same every day every week, and that wouldn't be fair.

But the 11-squad system doesn't work that way. Tours would be shifted, so that each man on every squad would have his 48-hour swing at different times. Let's take our old friend Joe Hill over a period of several weeks, and see what happens to his working hours, under the 11-squad system. In the chart below, Joe comes to work 8 a. m. Monday. He works his six tours, 8 a. m. to 4 p. m., through Saturday. Then he gets 48 hours off, and returns to work at 4 p. m. on Monday. The second week he works from 4 to midnight. Saturday midnight he knocks off, and doesn't come on again until midnight of Monday. The third week he takes the late tour, midnight Monday to 8 a. m. Tuesday.

| | MON. | TUES. | WED. | THUR. | FRI. | SAT. | SUN. |
|-------------------|------|-------|------|-------|------|------|------|
| | a.m. | p.m. | a.m. | p.m. | a.m. | p.m. | a.m. |
| First Week | 8 | 4 | 8 | 4 | 8 | 4 | 8 |
| Second Week | 4-12 | 8 | 4-12 | 8 | 4-12 | 8 | 4-12 |
| Third Week | 12 | 8 | 12 | 8 | 12 | 8 | 12 |
| Fourth Week | 8 | 4 | 8 | 4 | 8 | 4 | 8 |

Question, Please?

by H. ELIOT KAPLAN
CONTRIBUTING EDITOR

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 St., 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.

TEMPORARY IS TEMPORARY
C.B.—Regardless of the length of time you served as a "temporary" in the federal service as a typist, you were not entitled under the civil service rules to permanent status unless and until you were reached on the eligible register for permanent appointment. The fact that you may have been retained in your temporary position beyond the period generally authorized by the rules does not give you any right to permanency.

REFERENCES
H.W.—If by mistake you gave the Commission (U.S.) the names of five relatives as references, instead of former employers or others who know you well, notify the Commission of it and furnish the names of five other references. Also explain the error or oversight.

ABSENCE FOR ILLNESS
NO LAW VIOLATION
R.C.—Your absence from the city because of your confinement to a hospital for tuberculosis outside the city does not, it seems to me, deprive you of your city "residence" under the terms of the Lyons law, where you had been living in the City of New York both immediately before and after hospitalization. This is true whether the hospital in which you

confined was one belonging to the City, such as the Sanitarium at Otisville, a State hospital or a private institution. I am confident that the City Civil Service Commission will take a generous and considerate view of the case where there was no evidence of actual change of permanent residence.

CREDIT FOR SCHOOLING
A.H.—Whether the Commission will give credit for courses taken at the various civil service preparatory schools will depend on the character of the position involved and the extent and quality of the preparation or education by the school. The percentage credit given for an approved course of study in a recognized college or university likewise depends on the nature of the duties and requirements of the particular position sought to be filled. There is no rigid schedule of credits applicable to all cases. All are treated alike in the same examination, however, and the Commission attempts to evaluate the credit given for college education in accordance with its relationship to the qualifications for the position.

CITY SAVINGS PLAN
P.O.L.—Members of the New York City retirement system may

contribute toward additional "annuity" fund if they care to by contributing not more than fifty per cent above their regular pension payment. While the city matches the pension contribution made by the member it does not contribute toward the additional "annuity" fund. The annuity fund is really an insurance savings plan established to encourage the employees to build up such annuities as they may be willing to maintain for themselves in addition to their regular retirement allowances. This "annuity" plan is not available to members of the State Retirement System,

however. The benefits of such a plan may be availed of partially by choice of the fifty-five year retirement plan, inasmuch as the larger contributions made by the employee under the fifty-five year plan is matched by the State's contribution.

PROMOTION OF VETS
Y.G.—You are not justified in your complaint against the promotion of a disabled veteran in your division. If the disabled veteran passed the promotion examination he was entitled under the provisions of the State Constitution to be preferred for appointment.

ment ahead of all others on the list regardless of his rating in the examination. The fact that he may have been serving only a relatively short period in the lower grade before the examination was held makes no difference. The promotion of the disabled veteran is not based on seniority or service record, as you appear to be informed, but on the final result of the competitive promotion examination. The disabled veteran should not be subjected to criticism for his preferred promotion, for the law gives this right to him.

Auto Engineman Medical

(Continued from Page 2)
4. **BAR CHINNING.** 5 chins will accord you 100%; 4 chins 80%; 3 chins 60%; 2 chins 40%; 1 chin 30%.
5. **COORDINATION TEST.** The purpose of this part is to test the speed with which you respond in an emergency. You will be seated in an ordinary truck cab facing a large panel on which are five placards reading: left turn, right turn, left foot, right foot, hand brake. Below each placard are a row of green and red lights. Pay no attention to the green row on top as they are for the examiner and do not change. Watch the red; when one goes on, obey the placard above it as quickly as possible. For example, if the red light goes on under RIGHT FOOT, you shove in the pedal under your right foot. You must perform in response to five signals—and you'll be given plenty of time between signals. In the test for Sanitation Man a perfect score was a total of two seconds in which to complete all five responses, with a loss of one point for each tenth of a second lost over two seconds. Thus, a time of 2.1 seconds gains a mark of 99%, of 2.5 seconds gains 95%, and so on down to a grade of 50% for 7 seconds. This scale may be altered for the Auto Engineman test.

erator. Prior to certification candidates will be required to present chauffeur's licenses. A practical test also will be given on trucks or passenger cars or both or on auto lawn mowers or surface heaters.
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This column is offered to readers who have legitimate complaints to make about their jobs, salaries, working conditions, etc. Only initials are used with letters.



complaint corner

THESE CONDITIONS SOUND BAD
Sirs: I am writing this in the hope that you will bring it to the attention of the Board of Transportation, as we have no one to represent us and state our grievances.

the top rate men.
These are a few of the conditions we have to contend with. I do not think the Board of Transportation is aware of conditions among Inspectors.
INSPECTOR OF SERVICE.

I am one of a group of "Inspectors of Service" of the BQT Division.

LOW PAY OF SIXTH AVENUE AGENTS
Sirs: As the wife of a Sixth Avenue Agent and mother of three children, I would like to know if anything is going to be done about the rate of pay of the Sixth Avenue men, who at present are receiving 48.1 cents per hour, amounting to approximately \$23 a week.
Qualified men, they have put their time in and have as high a rating as any agent and therefore surely are entitled to the same rate of pay, 65 cents an hour, as the Second and Ninth Avenue men received who lost out for the same reason.
Don't you think in all fairness, the city should give these men the same rate of pay, and reimburse them from the date of unification. If not, have these men a case in court?
WIFE OF SIXTH AVE. "L" MAN

We work 9 hours a day, sometimes 12 or 14, for which we do not get overtime or time off. Every other department has been put on 8 hours since the city took control of the transit system, except the trolley and bus operators who get paid by the hour (time and a half after 10 hours).

We work 7 days and are off on the eighth day providing this day does not happen to fall on a Sunday or holiday, in which case you lose your day off (no other day is given).

There are 3 rates of pay (\$190-\$200-\$210) per month. Why? No one can explain, since we all do the same work, and some of the lowest rate men have more seniority than

Duties
The duties will be to keep motor vehicles in good condition and do minor repair jobs; to assist in loading and unloading. The list may also be declared appropriate for the position of Motor Bus Operator.

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Civil Service LEADER

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Tuesday, September 17, 1940

Review

THE first editorial that appeared in the Civil Service Leader, 52 weeks ago, said in part:

"For many years people—those in the Civil Service field and those who are outside of it—have wanted a newspaper that would give them complete impartial news of Civil Service . . . a newspaper tied down with no political strings—that spoke for no one party and no one group—a newspaper in which they could find straightforward news and honest, authoritative comment . . ."

With this editorial formula, plus our endeavor to present Civil Service information in sprightly, interesting fashion, The Leader has captured an audience larger than that anticipated when the paper began.

The Leader has steered clear of politics, personal feuds, petty fights, name-calling. The Leader has stuck to its main job of reporting news—and reporting it first; of giving every possible service to civil employees, eligibles, and candidates.

During its first year, The Leader . . .

. . . campaigned successfully for the transfer of 12,000 Sanitation men from the labor to the competitive class;

. . . fought for the abolition of the labor class entirely, and the transfer of all laborers into the competitive class, thus giving them security and their jobs stability. Next July will witness complete fruition of this campaign.

. . . obtained an extra day off for Civil Service employees during the Christmas season, through appeals to President Roosevelt, Governor Lehman, and New York City officials;

. . . entered the battle for restoration of salary increments to State employees and won;

. . . was instrumental in saving the Ramspeck bill, which would bring to 150,000 federal employees the security of Civil Service, by persuading Senator James M. Mead to take up cudgels for the measure; has since sought by every means to secure its passage—and the chances look good;

. . . sponsored Civil Service Day at the World's Fair on June 15, and brought out thousands of employees for the occasion;

. . . asked Governor Lehman to grant a holiday to State employees for that day—a request which the Governor heeded;

. . . stood solidly by the city's doctors and dentists while their Civil Service privileges were being shorn from them; still stands by them today, as they struggle to regain those rights.

. . . fought against the creation of second-class citizens out of Civil Service employees through the enactment of legislation restricting civil rights—a fight which was won in Albany, lost in Washington;

. . . asked proper salaries for Case Supervisors in the Welfare Department. The salaries were restored to their correct levels;

. . . has presented a plan to enable conscriptees to take Civil Service examinations, a plan now under serious consideration by public officials;

. . . has gone on record against the federal "quota" system which discriminates against qualified Civil Service candidates and harms the merit system;

. . . created a job exchange plan, and then worked out a simplified system of job transfers for which it is trying to obtain official acceptance.

The Leader has made mistakes, too—these were inevitable, and we have learned from them how to make a better paper. But the spirit that guided that first editorial has permeated all that The Leader has done, and will continue to imbue everything which this newspaper shall accomplish.

Ramspeck Bill Up

THE LEADER this week heard from Senator Mead. The Ramspeck bill is probably coming up shortly in the Senate. This is the measure which would bring 150,000 federal employees under Civil Service. The bill, giving new vigor to the merit system, requires the support of every Civil Service employee. If this bill passes, the security and dignity of civil workers are increased. Do what you can to urge passage of the Ramspeck measure!

Meanwhile, Senator Mead will keep The LEADER, and through us the civil servants, thoroughly informed of all progress on the bill.

Merit Men

Francis W.
Lent



FRANK LENT looks like a college professor. A big, strapping one, yes, but a college professor. He's a quiet, modest, soft-spoken individual, who took it quite easily when he learned, a few weeks ago, that his name was number 1 on the list of those who passed the Police Lieutenant's exam.

This quietness, this utter lack of bragadoccio is the measure of a man whose destiny in police service is conceded by all who know him to be a high one.

When Lent put in his application for the Lieutenancy, he had only a little more than two years as a Sergeant, most of it spent dashing around in a radio car. Many of the men had far more seniority than he, far more experience on the force—he's only 35. But his accomplishment on the exam was so brilliant as to overcome the lack of seniority.

One reason for this may well be Lent's fondness for history and literature. He knows how to use words. The exam required the composition of long essays and short essays in answer to questions. It was a pipe for a man who handles words as fluidly as does Lent, and who thinks as incisively.

Cop's Qualities

These qualities—cool demeanor, excellent use of language, good head—are invaluable assets in modern police work. The tempo of a policeman's job is far more telling than it has ever been before. Among his associates in the department, Lent has the reputation of calmness under stress. He is able to instill confidence in his subordinates as well as in the public.

How is it done? Let Sergeant Lent explain.

"Much can be accomplished if faith in your ability can be established and this can only be done by maintaining a cool head no matter what the emergency or situation with which you are confronted." Lent's method of encouraging his subordinates, of trying to understand their problems, has gained him wide affection.

If you get to know Westchester

at all well, you'll find a lot of Lents there. Reason: the Lents came over from Holland and settled in Westchester in 1636. Frank's father was a towerman on the New York Central. And when young Francis got out of high school it seemed natural to seek a job on the railroad. He got one—pounding a typewriter. Stenography and typing for the New York Centre! occupied the young man until he decided to take a flier at a Patrolman exam which happened to come along. He passed easily and soon took his place among the patrolmen of the Bronx. Later he was transferred to the Juvenile Aid Bureau, working under Chief Inspector Costuma. "The Chief has been a tremendous influence in my life," Lent says with enthusiasm. During his stay with the Juvenile Bureau one of Frank's jobs was to travel over the city lecturing to school groups, churches and youth organizations.

Again With Costuma

Today, Lent works with Chief Costuma again. He's over at Police Headquarters writing "Orders of the Day." These contain the information that every cop must have from day to day—about changes in laws, parade duty, special subjects like the handling of bombs, information about primary day activities, and so forth.

Lent likes the work. He's intensely interested in police theory, reads everything he can on police work. Asked about his ideas on modern police innovations, he replies, with a smile: "Wait till I have more experience."

In his 12 years in the Police Department, Lent has never had a black mark against him. More, the quality of his pistol shooting is such that he has qualified as an expert pistol shot every three months since he's in the service. Woe the criminal that gets in Lent's way!

Oh yes, we almost forgot: At home, there's a wife and six kids—five of them daughters! And if you're interested, here's another tidbit: If Lent hadn't become a cop, he might have been a radio singer. His voice still sounds dulcet over the telephone. Try him, sometime.

Don't
Repeat This!



EMPLOYEES of the Federal Civil Service Commission have been forbidden to bet on elections long before the Hatch Act. Here's the loophole: years ago a Commission official ruled that the gift of cigars is not a bribe, and therefore the betting of cigars is permitted. . . . Harry Langdon's little paper, "The Spectator," dealing with Sanitation Department doings, is due to be scrapped. . . . Watch for a congressional blow-up on the tendency of certain Washington departments to favor graduates of Harvard, Yale, and Columbia. . . . The Civil Service Leader gets more reader mail per week than does PM, which appears six times as frequently. . . .

SUPPORT

Mayor LaGuardia's action against the Social Investigator eligibles has been supported in only one news quarter—a Yonkers daily. . . . New Jersey extends only three points additional credit to vets who pass Civil Service tests. . . . Rock-Republican Dutchess County was once represented by a Democrat in Congress—Hamilton Fish Jr. . . . The final thought of the late Lewis M. Farrington, beloved Mental Hygiene secretary, in his "merit-man" sketch was that he wanted to retire. Two weeks later he was dead of a heart attack. . . . The Connecticut Merit System Association is on the hunt for a field secretary. And it's using Civil Service technique to find him. . . .

REPLACEMENTS

Quietly working in resigned Ed Corsi's job as Deputy Welfare Commissioner is Hugh R. Jackson, assisted by Bernie Locker. . . . The Government Printing Office in Washington is the largest printing plant in the world. . . . The publicity job of the State Social Welfare Department remains vacant. . . . Federal Civil Service salaries may be upped in several categories. . . . More Motor Vehicles License Examiners will be needed if Carroll Mealey puts through his plan to re-examine all drivers over 65. . . . Henry Elkind, former Deputy Asst. District Attorney under Thomas Dewey, is opening his own office for general practice of law at 60 Wall Street. . . .

letters

Eligibles and Conscription

Sirs: If conscription passes, it should become a policy that no person who has passed a Civil Service examination shall lose his position on the register by reason in the armed forces.

I suggest the following procedure:

1. When the eligible (conscriptee) is reached for appointment, he shall be certified and appointed, and then receive a leave of absence, without pay, for a period not to exceed 13 months.

2. Temporary or substitute employees selected from Civil Service lists shall take the eligible's place during his absence.

3. When the period of conscription is over, the eligible shall have a period of one month in which to decide whether he wishes to accept the Civil Service job.

4. If he accepts the job, he shall be entitled to all benefits

just as if he had actually been working for a year.

5. If an eligible is on more than one list, he shall have the right to decide which of the jobs he wishes to take.

6. The Civil Service Commission shall be authorized to extend the life of any register for a period of one year, beyond the present limit of four years.

HARRY H. ZUCKER

The Leader will be interested in having the comments of its readers upon these interesting suggestions.—EDITOR.

Poetry

Sirs:
SHORTAGE OF G-MEN
CONTINUES

(From CIVIL SERVICE LEADER HEADLINE)

Wanted—a chap with strong
sinews,
The shortage of G-men continues!

A man with cum laude degrees
Who also can bing-bing with
ease;

Quick-minded and processed in
law

And able to connect to the jaw;
Whose mental and physical
form is

Unusually groomed and enormous;

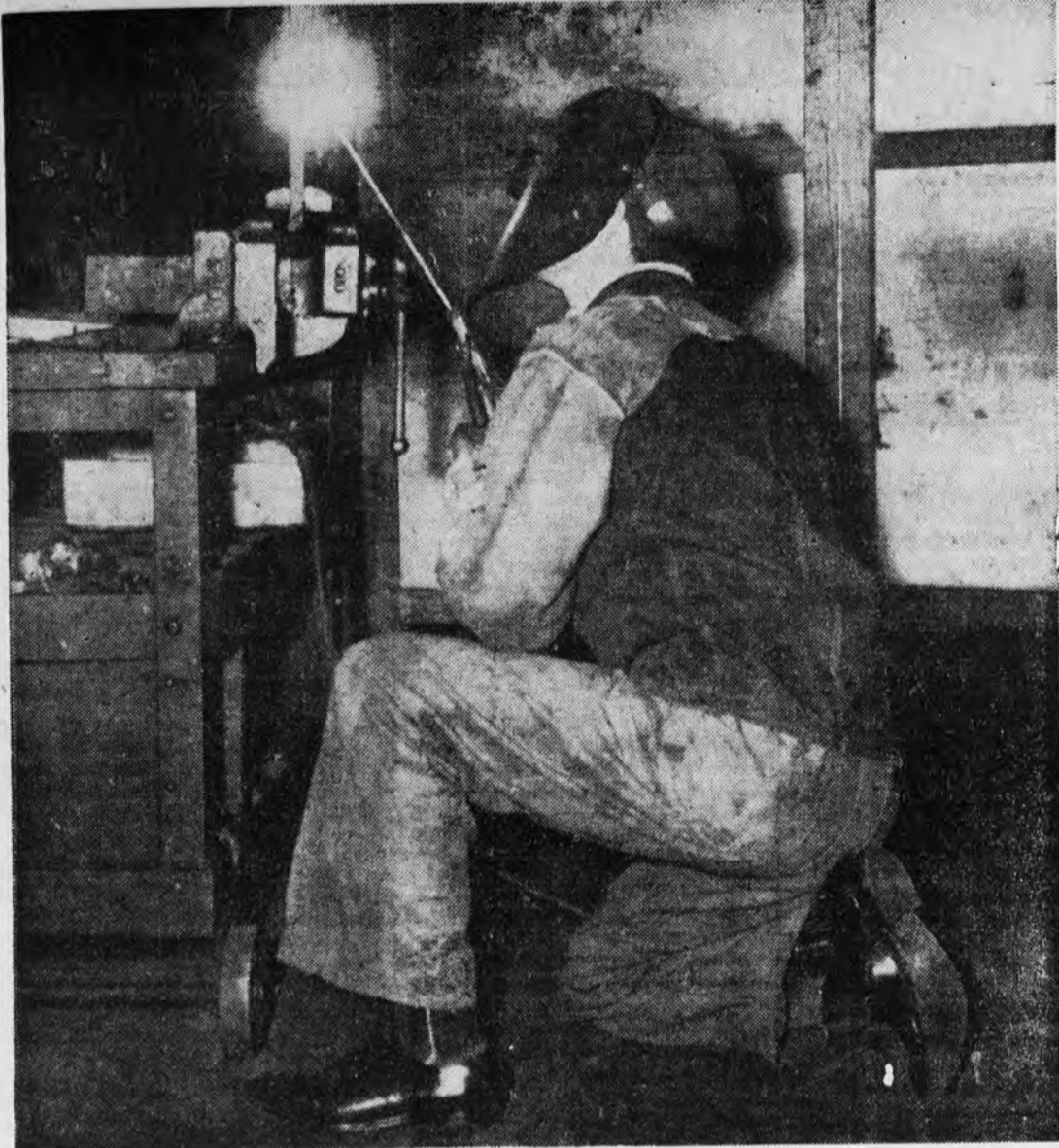
Experienced, class-graded and
gentle

And daringly G-governmental;
A staunch, springy-step FBI—er

For steady, immediate hire,
Frodidiously apt to maneuver
According to J. Edgar Hoover.
Wanted—some true stoic he-
men

To make up the shortage of G-
men,

Agressive and never that nervous
To miss in this type civil service!
JONAS CLIFTON



HANDS AT WORK

As the U. S. speeds its defense program thousands of skilled workers are being employed. Other thousands are being trained.

U. S. Man-Hunt

GOVERNMENT USES EVERY FACILITY TO FIND SKILLED MEN FOR WAITING JOBS

The U. S. Civil Service Commission is setting all-time records in the employment of personnel, almost entirely as the result of the defense program. New workers are being added at a faster clip than during the World War. To meet the pressing need for more and more skilled workers, the Commission is using every recruiting device it can muster into service.

Several weeks ago, the Commission enlisted the aid of the nation's radio stations in an effort to build up registers of skilled workers for immediate use. Starting with 50 stations, the spot announcements are now made over

hundreds of stations throughout the country. The announcers, who frequently break into high-priced programs, make the following statement:

Uncle Sam Calling
"Uncle Sam is calling . . . call-

ing with a list of United States Civil Service jobs for experienced, skilled, and trained men. The following jobs are open in navy yards and government arsenals . . . machinists, toolmakers, tool dressers, loftsmen, shipfitters, die sinkers, gauge makers, instrument makers, and lensgrinders . . . Get application blanks from any first or second class postoffice. Jobs are waiting. No written examinations. No red tape. . . Clerical workers and laborers are not needed at this time."

In the Second Civil Service District, comprising New York and part of New Jersey, appointments of new workers have swelled beyond anything ever seen in war or peace. In the Brooklyn Navy Yard alone, nearly 2,000 appointments were made during August. During the last two weeks of August 628 and 1145 workers got jobs at the Yard. Hundreds of others have been placed throughout other parts of the district.

Shortage

In some parts of the nation there is an acute shortage of skilled workers. The situation in New York is not so bad, however. On August 24, government agencies were reported to have 8,197
(Continued on Page 13)

New York City Offers Many Training Opportunities

To meet the growing need for more and more training in the competition for government jobs, a host of institutions have sprung up to give specialized training for various Civil Service tests.

Oldest and largest of these is Delehanty Institute, established in 1915. One school located at 115 E. 15 Street, offers courses for all entrance and promotion examinations in government service. A branch at 11 E. 16 Street gives courses in vocational training, and three other branches offer special secretarial instruction.

Columbia Institute, at 147 Fourth Avenue, formerly the Schwartz-Caddell school, claims to give greater personalized instruction than most institutions. The school has done notable work in preparing students for recent fireman, policeman, and sanitation man examinations.

Mondell Institute, located in the Herald Tribune building, applies similar principles of personalized training in all courses, particularly in the engineering field.

Founded by retired Deputy Fire Chief Robert E. McGannon is the McGannon Institute which has branches at 976 3rd Avenue and 147-12 Archer Avenue in Jamaica. Others schools that specialize particularly in Civil Service preparation for the clerical service include the Drake School, the Midtown School, Rand School, and Browne's Business College in Brooklyn. These schools give many general business courses, including preparation for stenographer, typist, and the various types of machine operator examinations.

A wide variety of schools are attempting to supply the tremendous government demand for skilled workers. Besides the general Civil Service schools, Federation Technical School, Center School of Adult Education, the Y.M.C.A. School, Manhattan Institute, the 92nd Street Y.M.H.A. and several other institutions give courses in the mechanical trades. A few specialize in specific training in highly specialized fields.

Typical Schools

Typical of these is the Egani Technical Institute which gives individual workshop instruction in glass letter bending.

The Academy of Advanced Traffic gives complete training in traffic management, including a study of tariffs, classifications,

guides, maps, car loading, and similar matters covered in various examinations.

The Central Guard School was begun in 1936 by the State Division of Education and gives a training course based on the suggestions of eminent penologists. A large number of those who hold positions as fingerprint classifiers have been trained at the New York School of Finger Prints.

In preparation for the Foreign Service, several universities give general courses, including the New York University, School of Commerce, Columbia and Fordham universities in this city.

Georgetown University has an excellent course in Washington, D. C., and the Ruddy School has branches in both Washington and New York.

To meet the language requirements, there is a wide choice of study systems offered by outstanding organizations. The Automem Language method trains the student to think in complete ideas from the very beginning, working with a vocabulary of 3000 words. Other systems, including the conversational method, the use of phonographs, vocabulary building, etc. are offered by Language Service Center, the Barbizon School of Languages, the Interborough Institute, and various other similar organizations.

No area in the country offers so wide an opportunity for training for the clerical service as does New York City.

There are literally hundreds of institutions besides those which specialize in Civil Service work. To prepare the student for such popular examinations as stenographer, typist, card punch operator, office appliance operator, etc. each school uses its own method of training, some with greater academic background than others.

The New York Business School, under the direction of Professor Yost, uses the technical approach, aiming at placing of students in secretarial positions after graduation. There are a large number of similar institutions that give a wide variety of advanced business courses, preparing not only for secretarial work, but also for ac-
(Continued on Page 13)

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Study programs leading to the degree of Bachelor of Science in the School of Business provide majors in the following fields:

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A college course leading to the degree of Bachelor of Science. The curriculum is especially arranged for students intending to enter the field of LAW or PUBLIC SERVICE.

Applications Are Being Received Now

CLASSES BEGIN SEPTEMBER 16th

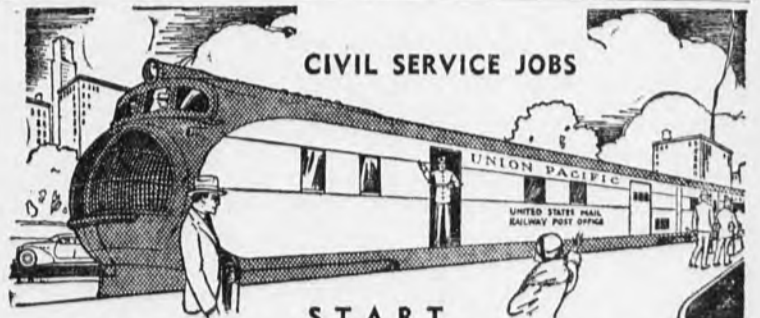
Write for Booklet "L" or apply in person to the Registrar: Woolworth Bldg., Room 750, 233 Broadway, New York, N.Y.

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830 Broad Street

NEWARK, NEW JERSEY

Intensive Civil Service Training and General Business Training administered through Home Study by accredited teachers.



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START \$1260 TO \$2100 YEAR

Railway Postal Clerks
City Carriers
Statistical Clerks
at Washington
Stenographers
Typists, etc.

MEN—WOMEN
Many appointments each year.

Call or Mail Coupon today—SURE.

Open until 9 P.M. / Saturday until 6 Use This Coupon Before You Mislaid It. Write or Print Plainly.

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Rush to me, entirely free of charge (1) a full description of U. S. Government Jobs; (2) Free copy of illustrated 32-page book, "U. S. Government Positions and How to Get Them"; (3) list of U. S. Government Jobs; (4) Tell me how to qualify for one of these jobs.

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Age

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Prepare at home during spare time. Go as fast as your ability permits. Individual instruction.

MANY FINISH in 2 YEARS

Tuition Payments \$5 Monthly. All texts furnished.

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Please send me FREE Descriptive Booklet BJ30

Name

Address



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.

LAST week, Mrs. Healy discussed certain phases of the defence situation as they affect schools. The discussion is continued below.

There may be junior military training in our high schools, as there was in the days of the first World War and those which immediately followed. Floating up from the yard, instead of the familiar sounds of the health education class struggling boyishly at basketball, will come the staccato commands of the instructor of military drill.

There will be new demands on the school system as a whole. There will be added tasks to accomplish—lessons in wartime conservation, patriotism, civilian protection, vocational manual

training, and a host of other subjects—without an increase of adequate degree in time and money.

Budgeting

In the realm of governmental budgeting, our foes the real estate speculators and greedy amassers of private profit, will cry out for salary cuts and budget reductions in order that they can counterbalance their payments in income and other taxes for national defense by reduced payments of taxes needed for the support of the schools.

These thrusts will come at the very time when living costs will soar because of increased taxes for defense and increased cost of peacetime production due to the shortage of skilled workers. Such a general increase of living costs always accompanies a period when there is an added drain on men and commodities because of the need of doing more than the normal amount of work.

There is already a strong indication that this will take place within the next few months. Commodity prices are already on the rise, and so are labor costs. Assemblyman Abbot Low Moffat in a speech upstate recently told a group of realtors that the tax rise for rearmament will have to be offset by a lesser appropriations for peacetime expenditures—and remember, Moffat fathered the salary cut bills last year.

Our foes, the taxcutters, this year will claim that they are motivated by a spirit of high patriotism—that they want teachers' salaries reduced so that more money can be spent for defense. Then they will sit down and try to figure out how they can avoid paying their rightful share of the defense taxes. And all the while the cry will go up in the halls of the legislatures, "Billions for defense, but let's get part of it by cutting teachers' salaries."

Sacrifices

I do not say that sacrifices should not be made for the defense program. Of course they should. But we must be vigilant to see to it that we are not the goats—that we are not singled out as the only group, or one of the only groups, to take a salary cut. Remember, the added taxes for defense will hit us as well as everyone else and we shall pay them gladly. Remember also that last year when a sacrifice was demanded to balance the State and City budgets, the powers that be in the State Legislature—on the Republican side at any rate, though with noteworthy exceptions—decided that the teachers should foot the bill as a patriotic duty. It was the easiest way for them to balance the budget, because the teachers constituted the largest group of civil employees. We must be vigilant to prevent this idea from being put across again this year in the guise of patriotism for national defense. We will do our share gladly, but we will not be made the target of money-greedy tax-dodgers or politicians who seek the easiest way out of a financial dilemma.

Background Of The Week's News

Exam Schedule 1940

SEPTEMBER OR OCTOBER
Junior High School: Teacher: Industrial Arts Subjects:

- General Shop
 - Electrical installation and practice
 - Elementary woodworking
 - Printing
- (Applications for the above are already on file)

High School: Teacher: Industrial Arts Subjects

General Shop Men

High School: Principal

OCTOBER

Elementary Schools: Teacher:

Special Classes
Teacher of children with retarded mental development Men and Women

Teacher of Low I. Q. Classes Men and Women

OCTOBER, NOVEMBER

High School: Teacher; General Subjects

*Economics and economic geography Men and Women

*English Men and Women

*History and Civics Men and Women

High School: Teacher; Special Subjects

Accounting and business practice Men and Women

**Fine art and crafts Men and Women

Home economics (clothing and household fabrics) Women

Speech Men and Women

Merchandising and Salesmanship Men and Women

Orchestral Music Men and Women

Stenography and Typewriting (Gregg) Men and Women

Stenography and Typewriting (Pitman) Men and Women

*The Board of Education has under consideration the recommendation of the Board of Superintendents to raise the requirement of semester hours related to the subject.

**The Board of Education has under consideration the recommendation of the Board of Superintendents in the matter of subject-scope of license.

High School: Teacher; Shop

Subjects (Trades)
Aviation mechanics Men

Auto Mechanics Men

Electrical installation and practice Men

Machine shop practice Men

Radio mechanics Men

Junior High School: Teacher; General Subjects

*English Men and Women

Junior High School: Teacher; Special Subjects

**Art weaving and crafts Men and Women

**Fine arts and crafts Men and Women

Home economics (foods and household care) Women

Home economics (clothing and household fabrics) Women

Music Men and Women

High School: Teacher-in-Training: General Subjects

*Economics and economic geography Men and Women

*English Men and Women

*History and civics Men and Women

High School: Teacher-in-Training: Special Subjects

Accounting and business practice Men and Women

**Fine arts and crafts Men and Women

Stenography and typewriting (Gregg) Men and Women

Stenography and typewriting (Pitman) Men and Women

DECEMBER
High School: First Assistant: General Subjects

*English Men and Women
*Mathematics Men and Women

NOTE: Examination for license as first assistant in social sciences may be announced in September.
High School: First Assistant:

Special Subjects

Accounting and business practice Men and Women

**Fine arts and crafts Men and Women

Health education Men and Women

Stenography and typewriting Men and Women

Speech Men and Women

High School: First Assistant: Shop Subjects (Trades)

Automotive trades Men

Aviation trades Men

Beauty culture Men and Women

Building trades Men

Electrical trades Men

Metal trades Men

Needle trades Women

Printing trades Men

High School: First Assistant: Technical Subjects

Hygiene and home nursing Women

Related technical subjects Men

Eligibility requirements must be met in all respects by February 1, 1941, except that in those subjects in which the eligibility requirements are raised the Board of Education may give an extension of time.

Free Speech

Discrimination against the Teachers Union by the Principal of James Monroe High School, is the subject of a brief submitted to the Commissioner of Education of New York State. More specifically, it is the appeal of Miss Rae Glauber from the refusal of the Board of Examiners to grant her an English Teacher's license after satisfactory service as a substitute for almost nine years. Miss Glauber, represented by Charles Barasch, maintains that, after receiving satisfactory reports from the principals of many different city high schools, she was given an unsatisfactory recommendation by Dr. Henry E. Hein, principal of James Monroe, after speaking at a meeting which he had called.

This meeting was the culmination of a series at which the Principal allegedly attacked the teachers' organizations, and the Teachers Union sought to clear the matter among its members. At his "open meeting," Dr. Hein announced, members of the faculty would have full opportunity to express themselves without fear of recrimination.

Miss Glauber, in response to this assurance, arose to speak on the matter of the moment: whether or not substitute teachers had been coerced to serve the last four days of the Spring, 1938 semester without pay while the regular teachers were attending the conference of the N.E.A. To have teachers volunteer had been the original plan, but the Teachers Union had objected, and the teachers were put on a paying basis for those four days. Miss Glauber, however, maintained that there had been coercion in these appointments.

In the standard principal's report on the conduct and ability of a substitute teacher, Dr. Hein stated, in part, in relation to this meeting: "Miss Glauber attended a general conference on June 17, 1938 at which she arose to make a speech extolling the Teachers Union (although this was not pertinent to the discussion) . . . she attacked the principal . . . She challenged the principal to do anything to her, threatening him with the strength of the Teachers Union. Teachers near her . . . prevailed upon her to sit down."

Because of this unsatisfactory report, states the brief, four better-than-average recommendations were ignored and a license refused.

Mr. Barasch states that he will produce affidavits disproving the foregoing statements and will endeavor to show that Miss Glauber, at the principal's request, spoke her mind quietly and politely, on the subject of coercion of substitute teachers. Because she suggested that there had been coercion in procuring substitutes after the Teachers Union had been instrumental in causing provision for their payment, Mr. Barasch states that she was punished.

The purpose of the appeal to the Commissioner is to have the local Board's decision reversed and a license of Teacher of English in Junior High School granted Miss Glauber.

Training Opportunities

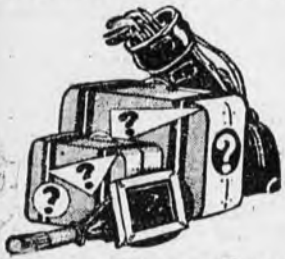
(Continued from Page 11)
contancy and bookkeeping. Among these are Pace Institute, which is famed for its accounting courses, The Merchants and Bankers School, the Eron Preparatory School, the Franklin School of Business, the Washington Business School, the Central School of Business, and the Eastman Business School.

Some schools specialize in stenography and typing, or increasing

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IN USED CARS
OFFERED BY
NEW YORK'S LEADING
DEALERS
SEE PAGE 22

★ ★ ★
UNIQUELY DESIGNED
COLONIAL DWELLING
★ ★ ★
In exclusive Lawrence Park section
Bronxville
Westchester County
(Opposite Sarah Lawrence College)
5 Rooms—(2 Futures)
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WILL YOU START slipping at forty—as so many men and women do? Or will you be ready for this crucial time of life with abundant health and vitality? For only forty now—with fresh milk!

THE STATE OF NEW YORK SAYS:
Look better. Feel better
DRINK FRESH MILK
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A CAREER AWAITS MEN AND WOMEN
WITH DAIRY BOOKKEEPING OR ACCOUNTING EXPERIENCE
State Examination for MILK ACCOUNTS
EXAMINER—\$2400-\$3000
INTENSIVE COACHING COURSE BY
MURRAY HAMMERMAN, B.B.A.
(formerly auditor for the State Division of Milk Control and in charge of training auditors for the Federal-State Milk Market Administrator, also author of "Accounting for the Dairy Industry")
Complete course \$20 — \$10 returned if you fail the exam.
Announcement elsewhere in the Leader Examination on October 26
Write Immediately: Murray Hammerman, 665 West 160 St., N. Y. C.

U. S. Man Hunt

(Continued from Page 11)
 requisitions in for workers which had not yet been supplied. By August 31, the total had dropped to 7,198 and further reductions have been made since then. In New York, there are only 172 vacancies for which skilled workers have not yet been found; and of these 86 are Toolmaker jobs in the Watervliet Arsenal and eight are Senior Tool and Gauge Designers.

One shortage of workers occurred last month at the Frankfort Arsenal in Philadelphia. Vacancies existed for 3,000 workers and the officials sent out emergency calls for applicants. On the first day, 3,000 men applied, but only 63 were qualified; the next day another 3,000 applied and

only 28 had enough experience. Faced with this situation, Major Ulysses J. L. Peoples, Jr., said that if necessary he would go outside the State to recruit workers. He charged that private industry had grabbed the available skilled workers.

Union heads, however, put a different interpretation on the situation. They claimed that the government jobs did not pay enough, that unless the rate was stepped up from \$.92 to \$1.25 an hour, the shortage would continue.

Skills Classified

Meantime, the Works Projects Administration has begun working on a register of 2,500,000 unemployed people, in order to classify their skills. The WPA shortly will make available to the Civil Service Commission, the names of men on work projects who are able to hold skilled jobs. A separate file of 500,000 scientists and professional men is also being prepared by the Civil Service Commission and the National Resources Planning Board.

Snap 'Em Up

The Civil Service Commission is constantly in touch with colleges and trade schools, employment departments of private concerns, the U.S. Employment Service, and other agencies, ready to snap up any skilled worker who is available. In addition the Commission is sending its field representatives around the State to interview men who may be used in the defense program.

One of the field representatives, Richard D. McCormack, a few days ago interviewed 44 men in Syracuse and succeeded in getting three Engineering Draftsmen, two Tool and Gauge Designers, three Toolmakers, and eight Machinists. According to James E. Rossell, manager of the District office of the Civil Service Commission, private concerns are co-operating with the government in its attempt to find skilled workers. Most of the men getting Civil Service jobs in defense work are either unemployed or employed in occupations in which they are not vital.

"It is not our policy," explained Rossell, "to interfere with the normal operations of any private industry engaged in critical work for national defense. But it has been our experience that firms working on government contracts do not object to the policy of sharing skilled men. They will let a man go if he is not vital."

Rossell scoffed at reports that rumors which have circulated recently because of the defense program, the ordinary Civil Service procedures might break down and that government agencies might start hiring their workers direct. "Whom would they hire?" Rossell asked. "We have all the skilled help corralled and all the sources tapped. We are even getting requests from department who want us to fill exempt jobs. Yesterday, I had a request to fill an exempt job in Puerto Rico."

Federation Adopts Optical Plan

Abraham Goldfisher, business manager of the Municipal Asphalt Workers Union, has been placed in charge of a special committee to handle the Mutual Optical Plan for the Federation of Municipal Employees.

At last week's session the Federation voted to adopt the plan, which provides for low-cost opticalization for Civil Service employees.

Unemployment Insurance Manual

Prepared by The Leader Staff under the supervision of
H. ELIOT KAPLAN
 ON SALE
 100 Printed Pages **\$1**
R. H. MACY & CO.
 34TH STREET and SEVENTH AVE.

Gardening Course For Park Employees

The Brooklyn Botanic Garden is starting a course in Gardening on Wednesday, September 25 at 3:30 p.m. The course is being given as an in-service training course and is open to employees of the Parks Department. The course will consist of twelve periods, and will cover a wide variety of subjects. Montague Free, horticulturist of the Garden, is in charge. A fee of \$6 is charged for the series.

Information concerning the courses can be secured from the Garden, Washington and Eastern Parkway, Brooklyn.

Abolish Boards?

Abolition of the Board of Education and the Board of Superintendents and the establishment in their places of a more decentralized administrative body was suggested to the Coudert legislative inquiry last week by Dr. Milo F. McDonald, chairman of the American Education Association.

Dr. McDonald made his recommendations in a letter to Paul

Windels, counsel of the Coudert legislative committee.

Greater economy and efficiency would result if the Board of Superintendents were abolished and its function taken over by a committee of assistant superintendents in each borough, McDonald asserted. The Board of Education's functions would be taken over by borough school boards, if his recommendations were followed. Members of these boards would also belong to a large central body which would permit better representation, he added.

Exams for Next 12 Months

(Continued from Page 8)
 Information Service Representative
 Laborer, Classified
 Lawyer (various departments)
 Machinist
 Medical Officer
 Motion Picture Technician
 Navy Yard Jobs (See page 20)
 Nurse, Junior Graduate
 Oiler
 Physician
 Professional workers (all branches, for persons just out of college)
 Pipefitter
 Postal Jobs (in various parts of

the country—possibility of N. Y. exam not too bright)
 Sheet Metal Worker
 Shipfitter and Shipfitter Helper
 Statistical Clerk, Assistant
 Statistician, various grades
 Stenographer, Junior and Senior
 Stock Clerk and Senior Stock Clerk
 Teacher (variety of subjects, mainly mechanical)
 Telegraph Operator
 Toolmaker
 Truck Driver, various branches
 Typist, Junior and Senior
 Welder, Electric
 Writer, various branches

speed and accuracy. Such schools include the Bowers School, the Speed, Spelling Clinic, etc. The Morningside School claims a unique method of training which will teach a typewriting beginner in one month and will increase speed, accuracy, and quality twenty per cent within five hours.

City College Radio Workshop

With emphasis on the new techniques involved in frequency modulation broadcasting, the City College Radio Workshop, entering upon its third year, has been expanded to include six courses, three of which will be given in the fall and three in the spring. The Workshop has been moved to the centrally-located School of Business and Civic Administration, Lexington Ave. at 23rd Street. Courses are under the direction of Seymour N. Siegel, Director of Programs, Municipal Broadcasting System, and Nancy Davids, formerly Radio Consultant to NYU.

Teachers in-service credit is given by the Board of Education for all courses. Classes begin on Thursday, September 19.

MUTUAL OPTICAL PLAN

Civil Service Employees, Eligibles and Candidates
 May Now Receive Membership in this Plan
**Members Save
 From 30% to 50% On Glasses**

Private examinations by prominent oculists and optometrists are included in the membership fee (\$1.00 a year) without further cost. Members' immediate families enjoy full benefits. Two to four hour repair service by messenger. Special rates to Civil Service organizations upon request.

Mutual Optical Plan has been fully approved and is in operation in the following organizations:

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Architect
(Columbia, N.Y.U.)
Cooper Union, Cooper Sq.—Day & Eve. 1-3 yrs. Free.
Federation Technical Schl, 116 E. 16 St.—Day & Eve. \$12-\$21 per term.
Pratt Institute, DeKalb Ave. & Ryerson St., Bklyn.—\$200 per yr.

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N. Y. Tech. Inst. Inc., 108 Fifth Ave.—Day or Eve. \$110.
N. Y. Trade School, 312 E. 67th St.—Eve. \$35.
Samuel Gompers School, 145 St. & Southern Blvd., Bx.—Free.
Y.M.C.A., 1115 Bedford Ave., Bklyn.—Day & Eve. \$125.
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Aviation Mechanics
Bklyn Evening Technical H. S., 29 Fort Greene Pl., Bklyn.—Free.
East N. Y. Voc. H. S., 2415 Atlantic Ave., Bklyn.—Day, Free.
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Jamaica Voc. H. S., 162 St. & Hillside Ave., Jam.—Day, Free.
Manhattan H. S. of Aviation Trades, 220 E. 63 St.—Baron de Hirsch Annex, 222 E. 64 St., Day, Free.
N. Y. Technical Institute, 108 5th Ave.—Day & Eve. \$220.
Roosevelt Aviation School, Roosevelt Field, Mineola, L. I.—Day. \$600.
Stewart Technical School, 253 W. 64 St. \$550.
Y.M.C.A., 1115 Bedford Ave., Bklyn.—Day & Eve. \$225.

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Food Trades Voc. H. S., 208 W. 13 St.—Day. Free.
Houlman's Pastry Schl, 40-10 47 Ave., L.I.C.—Day.

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Craft Students League, 745 10th Ave.—Day & Eve. \$20 per semester.
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Underwood Elliott Fisher Schl, 219 4th Ave.—Day & Eve. \$49.50.
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Mondell Institute, 230 W. 41 St.
N. Y. Business Schl, 11 W. 42 St.

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Bklyn H. S. for Specialty Trades, 49 Flatbush Ave. Ext., Bklyn.—Day, Free.
Chelsea Voc. H. S. Annex—250 W. Houston St.—Day, Free.
Greenwich House Workshop, 16 Jones St., Day, Free.
Murray Hill Evening Trade Schl, 237 E. 37 St. Free.
Murray Hill H. S. of Building & Metal Trades, 237 E. 37 St.—Day, Free.
Stuyvesant Eve. Trade Schl, E. 15th St., nr. 1st Ave.—Free.

Comptometer Operator
Abbe Institute, 1597 B'way.—300 hrs. Day & Eve. \$75.
American Schl, Times Bldg.—Day. 6 wks. Eve. 2 wks. \$40.
Boro Hall Acad., 382 Flatbush Ave. Ext., Bklyn.—Day or Eve. \$50.
Brown's Business College, 7 Lafayette Ave., Bklyn.—Day \$20 mo. Eve. \$8 a mo.
Central Business Schl, 100 W. 25 St.—\$35.
Comptometer School, 299 B'way. Day & Eve. \$60.
Delehanty Institute, 120 W. 42 St.—Day & Eve.
Heffley School, Hanson Pl., Bklyn.—Day \$16 a mo. Eve. \$8 a mo.
Heffley-Queensboro School, 852 Cypress Ave., Bklyn.—Day & Eve.
Interboro Inst., 152 W. 42 St.—Day \$20 mo. Eve. \$10 mo.
Miller Secretarial Schl, 2875 B'way.—Day \$20 a mo. Eve. \$10 a mo.
Pratt Secretarial Schl, 400 Madison Ave.—Day \$25 a mo. Eve. \$10 a mo.
Ranson Calculating Schl, 2401 R.K.O. Bldg.—Day & Eve. \$50.
Rhodes School, 1071 6th Ave.—Day \$22 a mo. Eve. \$8 a mo.
Y.W.C.A. Trade Schl, 179 W. 137 St.—Day \$5 a mo. Eve. \$4 a mo.

Court Reporter
(Columbia, Hunter)
Face Inst., 225 B'way, Eve. \$150 a yr.

Dental Assistant
Central Com'l H. S., 214 E. 42 St.—Day, Free.
Manhattan Dental Assistants Schl, 60 E. 42 St.—Day 1 mo. \$75; 3 mos. \$135. Eve. 10 wks \$160.
Dental Assistants Training Inst., 1 W. 34 St.—Day, 12 wks, \$150; Eve. 17 wks., \$70.

Diesel Engine Mechanic
Delehanty Institute, 11 E. 16 St.—Day \$265; Eve., \$215.
Pratt Inst., 195 Grand Ave.—Eve. \$10-\$25.
Stewart Technical Schl, 253 W. 64 St.—Day 5 mos.; Eve. 12 mos. \$100.
Y.M.C.A., 1115 Bedford Ave., Bklyn. Day & Eve.

Dietician
(Columbia, N.Y.U.)
N. Y. Inst. of Dietetics, 660 Madison Ave.—Day 1 yr. Eve. 2 yrs. \$400.

Drafting
(Columbia, N.Y.U.)
Bklyn Eve. Tech. H. S., 29 Ft. Greene Pl., Bklyn.—Day & Eve. Free.
Delehanty Institute, 115 E. 15 St.
Bklyn H. S. for Metal Trade, Flatbush Ext. & Johnson St., Bklyn.—Day, Free.
Drake School, 154 Nassau St.
Jamaica Eve. Trade Schl, 170 St. & Jamaica Ave.—Free.
Mechanics Inst., 20 W. 44 St.—Eve. Free.
Mondell Institute, 230 W. 41 St.
Murray Hill Eve. Trade School, 237 E. 37 St.—Day. Free.

Poppenhusen Inst., 114-04 14th Road, College Pt., L. I.—Eve. \$250.
Pratt Inst., DeKalb Ave. & Ryerson St., Bklyn.—Eves. \$46 a year.
Stuyvesant Eve. Trade Schl, 15 St. & 1st Ave.—Eve. Free.
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Bronx Voc. H. S. for Boys, 330 E. 152 St., Bx. Day, Free.
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Bklyn H. S. for Specialty Trades, 49 Flatbush Ave. Ext. Bklyn.—Day, Free.
Bushwick Evening Trade Schl, 400 Irving Ave., Bklyn.—Free.
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Murray Hill Evening Trade Schl, 237 E. 37 St. Free.
Murray Hill H. S. of Building & Metal Trades, 237 E. 37 St. Day, Free.
N. Y. Technical Inst., 108 Fifth Ave. \$85.
Stuyvesant Eve. Trade Schl, E. 15 St. nr. 1st Ave. Free.
Tottenville Eve. Trade School, Yetman Ave., Tottenville, S. I. Free.
Y.M.C.A., 1115 Bedford Ave., Bklyn.—Day & Eve. \$250.

Engineer
(C.C.N.Y., Columbia, Cooper Union, Manhattan, N.Y.A., Polytechnic, Institute of Bklyn, Pratt Institute, Webb Institute of Naval Architecture & Marine Engineering.)
Bklyn Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn.—Eve. Free (Steam & Structural Engineering)
Bklyn Technical H. S., 29 Ft. Greene Pl., Bklyn.—Day, Free (Aeronautical, Electrical, Mechanical, Structural)
Federation Technical Schl, 116 E. 16 St.—Day & Eve. Registration Fee \$3. \$9 a point (Aeronautical, Chemical, Civil, Electrical, Marine, Mechanical)
Manhattan Inst., 1823 B'way.
N. Y. Electrical Schl, 37 W. 17 St.—Day 6 mos. Eve. 12 mos. Fee, \$150.
N. Y. Merchant Marine Acad., Ft. Schuyler, Bx. (Marine)
Pratt Institute, 195 Grand Ave.—Day & Eve. 12 wks, 3 eves. per wk. \$10-\$30. (Chemical, Electrical, Mechanical)
RCA Institute, 75 Varick St.—Day & Eves. (Television, Radio, Electrical Communication)
Stevens Institute of Technology, Castle Point, Hoboken, N. J.
Stuyvesant Evening Trade School, 15 St. & 1st Ave.—Free (Steam Engineering)
Technicians Institute, 244 W. 14 St.—Day & Eve. (Refrigeration, Air Conditioning)
Y.M.C.A. Bklyn Trade Schl, 1115 Bedford Ave., Bklyn.—Day (YMCA members only). (Aeronautical, Mechanical)
Y.M.C.A. Schools, 5 W. 63 St.—Day 32 wks. Eve. 2 yrs. Fee \$220. \$30 for equipment (Radio & Electrical Communications).

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Delehanty Institute, 11 E. 16 St. 4 mos. \$35.
N. Y. Schl of Finger Prints, 22 E. 8 St.

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Introboro Institute, 152 W. 42 St.
Language Service Center, 18 W. 41 St.

Illustrator
American Schl of Design, 133 E. 58 St.—Day. Registration \$5, \$35 per mo.
Cavanaugh Schl, 19 W. 44 St.—Day & Eve., 12 wks., \$75; 40 wks. \$225.
Central Needle Trades Eve. Schl, 225 W. 24 St., Eve. Free.
Commercial Illustration Schl, 175 5th Ave., Registration \$5, Day \$40 a mo., Eve. \$12 per mo.
Cooper Union, Cooper Sq.—Day & Eve. Free.
Stuyvesant Eve. H. S., 351 W. 18 St.—Free.

Insurance
(Columbia, N.Y.U.)
Knights of Columbus Schls, 316 W. 57 St.—Eve. \$45.
YMCA Schools, 5 W. 63 St.—Eves. \$50.
YMCA, 55 Hanson Pl., Bklyn.—\$50.

Journalist
(Columbia, Hunter, L.I.U., N.Y.U.)

Laboratory Technician
(Hunter)
Harvey Schl, 384 E. 149 St.—Day 3-3 mos. sessions \$100.
Jewish Hospital, 555 Prospect Pl., Bklyn.—Free.
Mandi Schl for Medical Office Assistants, 62 W. 45 St.—Day & Eve.
Paine Hall Schl, 101 W. 31 St.—Day & Eve.

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(Continued on Page 15)

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(Continued from Page 14)

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Harlem Eve. Trade Schl, 21 W. 138th St. Free.
Jamaica Eve. Trade Schl, 170 St. & Jamaica Ave., Jam. Free.
Murray Hill Eve. Trade Schl, 237 E. 37th St. Free.
N. Y. Voc. H. S. for Boys, 21 W. 138 St. Day—Free.
Poppenhusen Inst., 114-04 - 14th Rd., College Point, L. I. Regis. Fee \$2.50 a term. Tuition free.
Pratt Institute Schl of Science & Technology, 195 Grand Ave. nr. Dekalb Ave. \$15 a course. Tool and instrument making. \$20.
Samuel Gompers Eve. Trade Schl, 145 St. & Southern Blvd., Bx. Free.
Stuyvesant Eve Trade Schl, 15 St. nr. First Ave. Free.
YMCA Trade School, 1115 Bedford Ave., Bklyn., Day & Eve.

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Mechanics Inst., 20 W. 44 St. Free.
Murray Hill Eve Trade Schl, 237 E. 37 St. Free.
N. Y. Trade School, 312 E. 67 St.—Eve., \$30.
N.Y. Voc. H. S. for Boys, 21 W. 138 St. Day. Free.
Pratt Inst. Schl of Science & Technology, 195 Grand Ave. Bklyn.

Photographer

American Artists Schl, 131 W. 14 St.
American Schl of Design, 133 E. 58 St. \$45.
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Y.M.C.A., 115 Bedford Ave., Bklyn—Day & Eve. \$70.

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Katherine Gibbs Schl, 230 Park Ave., Day. \$400 a yr.
Pratt Inst Schl of Science & Technology, 195 Grand Ave.
Y.M.C.A. Schls, 5 W. 63 St. (Members of YMCA only.)

Purchasing Officer

Y.M.C.A., 5 W. 63 St.—Eve. 16 wks. \$45.

Radio Mechanic

(Courses also given at various day high schools.)
Bklyn Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn.—Free.
Bushwick Eve. Trade School—400 Irving Ave., Bklyn.—Free.
Harlem Eve. Trade Schl, 21 W. 138 St.—Free.
Jamaica Eve. Trade Schl, 170 St. & Jamaica Ave. Jam. Free.
N. Y. Technical Institute, 108 5th Ave. 3 mos. \$40. Master course, 6 mos. \$75. Day & Eve.
R.C.A. Institutes, 75 Varick St.—Day —6 mos. \$7 a wk.; Eve., \$12 mos. \$3 wk. (Including Television, Day, 9 mos. \$7 a wk; Eve., 18 mos. \$3 a wk.)
Samuel Gompers Eve. Trade Schl, 145 St. & Southern Blvd.—Free.
Stuyvesant Eve. Trade Schl, E. 15 St.

Radio Operator

Metropolitan Voc. H. S., 43 Oak St.—Day. Free.
R.C.A. Institutes, 75 Varick St.—Day 6 mos. \$9 a wk; Even. 15 mos. \$4 a wk.
Samuel Gompers Eve. Trade Schl, 145 St. and Southern Blvd. Bx. Free.
Y.M.C.A. Schl, 5 W. 63 St. Day, 26 wks; Eve. 50 wks. \$126.

Recreational Director

(Columbia N. Y. U. Schools of Education.)

Sheet Metal Worker

(Also given at various day high schools.)
Bklyn Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn. Free.
Harlem Eve. Trade School, 21 W. 138 Street. Free.
Murray Hill Trade School, 237 E 37th Street. Free.

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Browne's Business College, 7 Lafayette Avenue, Brooklyn. (Business courses.)

Career Service School (State, County & Municipal Workers of America, C.I.O. Union), 3 Beekman Street.

Columbia Institute (formerly Schwartz-Caddell School) 101 E. 13 Street, (Coordination Test, Fireman, Prison Guards)

Delehanty Institute, 116 E. 15 Street. (Fireman, Patrolman, Unemployment Insurance Referee, Alphabetic & Numerical Card Punch Operator, Fingerprint Technician, Telephone Operator, State Prison Guard, Probation Officer, Junior Inspector, City Electrician, Court Attendant, Post Office Clerk Carrier.)

Drake Business Schools, 154 Nassau St. (Jr. & Sr. Stenographer-Typist, Under Mimeograph Operator, Bookkeeper, City Electrician)

Midtown School, 276 West 43 Street (Jr. Engineer, Statistical Draftsman, Bookkeeper, State Prison Guard, Under Mimeograph Operator, Deck Cadet, Engineer Cadet.)

Mondell Institute, 230 West 41 St. (Unemployment Insurance Referee, Assistant Engineer, Designer, Bookkeeper, Jr. Budget Examiner & Research Aide, Buildings Manager, Jr. Scientific Aide, Asst. Inspector Hulls, Marine Engineer, Wage & Hour Inspector, Postal-Clerk-Carrier, Asphalt Worker, Blue Printer, Jr. Assessor.)

Rand Educational Institute, 7 E. 15 St. (Unemployment Insurance Referee, Court Attendant, Postal Clerk-Carrier, Probation Officer, Wage-Hour Inspector.)

Y.M.H.A., Lexington Avenue at 92 Street, (Postal Clerk-Carrier Stenographer Typist, Office Clerk, Policeman-Fireman.)

N. Y. Voc. Schl, 21 W. 138 St. Day: Free.
Stewart Technical School, 253 W. 64 St. Day, 4 mos., Eve. 10 mos. \$275. (Aircraft Sheet Metal Work.)

Statistician (Barnard, Columbia, Hunter.)

Stenography & Typing (A) indicates accounting courses also given. (B) bookkeeping courses given. Also given at most day high schools.)
Abbe Institute, 1697 B'way, Day & Eve.—\$5.50 per point.
Adelphi College, Garden City, N. Y.—\$350 a yr. (B)
Bird's Business Inst., 394 E. 150 St. Bx.—Day \$15 a mo. Eve. \$7 a mo. (B)
Boro Hall Acad., 382 Flatbush Ave., Ext., Bklyn, Day \$17.50 a month. Eve. \$8 a mo. (A), (B).
Bowers School, 228 W. 42 St., Dictation, Typing, \$1 per week
Browne's Business College, 7 Lafayette Ave., Bklyn.

Central Commercial H. S., 214 E. 42 St.—Day: Free. (B).
Central Business School, 100 W. 42 St., Day & Eve. Fee—\$55 for 3 mos. (A) (B)
Collegiate Secretarial Institute, 41 E. 42 St.—Day & Eve Regis. fee \$5. \$25 a mo.; Even. \$8 a mo. (A) (B).
Delehanty Institute, 115 E. 15 St.
Drake School, 154 Nassau St.
Eastman School of Business, 441 Lexington Ave., N. Y. C. Regis. fee: \$5.00 Day \$22 a mo. Eve. \$8 a mo. (A) (B).
Empire State Schl, 373 Fifth Ave.—Fee: Day \$20 a mo. Eve. \$7 a mo. (A) (B).
Eron Prep School, 853 Bway (A) (B).
Franklin School of Business, Times Bldg. Day \$22 a mo. Eve. \$8 a mo. (B).
Gaines Schl, 501 Madison Ave., Day \$25 a mo. Eve. \$10 a mo.
Grace Institute, 149 W. 60 St., Day & Eve. Free (B).
Hunter College, 695 Park Ave.
Interboro Institute, 152 W. 42nd St., N.Y.C., \$150 to \$200—Day 3 mos. Even. 6 mos. \$75.
Knights of Columbus Schl, 316 W. 57 St.—Fee: Day \$12 a mo. Eve. \$7 a mo. (B).
Merchants & Bankers Business Schl, 220 E. 42 St., \$14 to \$20 each 4 wks. Day. Even—\$8 each 4 weeks.
Miller Institute of Shorthand, 1450 Bway, Day & Eve. Fees: \$100.
Miller Secretarial Schls, 2875 Bway.—Day \$20 a mo. Eve. \$10 a mo
Monroe Secretarial School, E. 177 St. & W. Farms Blvd., Bx.—Day \$16 a mo. Eve. \$8 a mo.
Morningside School, 548 West 114 St. N. Y. Academy of Business (colored) \$8 a mo.
447 Lenox Ave. Day \$15 a mo. Eve. Pace Institute, 225 Bway, N. Y. C. Day \$320 per yr. Eve. \$130 per year (B).
Packard School, Lexington Ave. & 35 St., N. Y. C., \$67.50 per 10 wks. bks. and supplies \$25 (B).
Poppenhusen Institute, 114-04 14 Rd., College Point, L. I. \$2.50 a term (B)
Pratt Secretarial Schl, 400 Madison Ave.—Day \$25 a mo.—8 mos. Eve \$10 a month.—1 yr. (B).
Rhodes School, 1071 6th Ave., Day \$22 a mo. Eve. \$8 a mo. (B).
Speed Spelling Clinic, 63 Park Row, \$1 per wk.
Washington Business Institute, 2105 7th Ave.—Day \$15 a mo. Eve. \$7 a mo. (A) (B).
Y.M.C.A. Schools, 5 W. 63 St. Eve. \$25 to \$132 a yr. (A) (B).
Y.M.C.A., 610 Lexington Ave.—Day \$160-\$185.
Y.M.C.A. Trade Schl, (colored), 179 W. 137 St.—Day \$15 a mo. Eve. \$8 a mo. (A) (B).

Stenotypist (Columbia).
Abbe Institute, 1697 Bway.
Bird's Business Inst., 394 E. 150 St.—Day \$15 a mo.; Eve. \$7 a mo.
Browne's Business College, 7 Lafayette Ave Bklyn.—Eve. \$8 a mo.
Drake's Business Schools, Day 6 mos. \$20 a mo.; Eve. 9 mos. \$10 a mo.
Merchants & Bankers Business Schl, 220 E. 42 St.—Day \$14—20 per wk for 4 wks. Eve. \$8 per wk for 4 wks.

Telephone Operator American Schl, Times Bldg.—Day & Eve. \$10.
Central Business Schl, 100 W. 42 St.
Clarks School, 120 West 42 St. N.Y.C.
Delehanty Institute, 115 E. 16 St.—Day or Eve. \$10.
Monroe School, 177 St. & West Farms

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Columbia University, 16 St. & Bway, Eve. \$37.50 per session.
Traffic Managers Institute, 154 Nassau Street.
Y.M.C.A., 5 W. 63 St., 32 wks. \$95.
Welder Bklyn Eve. Technical H. S., 29 Ft. Greene Pl., Bklyn. Free.
N. Y. Technical Institute, 108 5th Ave. N. Y. Trade Schl, 312 E. 67 St. Man. \$80. (Electric and Oxy-Acetylene.)
Samuel Gompers Eve. Trade School, 145 St. & Southern Blvd.—Free. (Electric welding only.)
W. R. Smith School of Welding, 250 W. 54th St.—8 wks. 50 hrs. \$55. (Oxy-Acetylene Welding, Electric Welding.)
Y.M.C.A., 1115 Bedford Ave., Bklyn.—Day & Eve. \$50 (Electric and Oxy-Acetylene.)
X-Ray Technician Harvey School for the Training of X-Ray and Analytical Technicians, 384 E. 14th St. Day \$125.
Mandl School for Medical Office Ass't., 62 West 45 St. Man.
Paine Hall Schl, 101 W. 31 St., Man. 7 1/2 wks, 2 evenings a week \$60.
Sydenham Hospital, 565 Manhattan Ave. (123rd St.) Regis. Fee \$5; tuition \$150.

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Fall semester starts Monday, Sept. 16. Pre-enroll at Hunter College, 695 Park Ave., 2 to 4 and 7 to 9:30 P.M., Sept. 9-12. For further information, telephone CA. 5-3421.

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Policewomen Eligibles Hear Words of Balm

Assemblyman William J. A. Glancy told the Policewomen's Eligibles Association Monday night that he will recommend the hiring of additional policemen and policewomen in New York City, in a report to Governor Lehman. The eligibles met at the Hotel Pennsylvania.

Recently-elected officers are Rose Hildegarde Nussbaum, vice-president; Margaret Cameron, corresponding secretary; Eileen Wills, recording secretary; Mary A. Ellis, treasurer. Evelyn Marie Chambers remains as president.

Gertrude Small heads a committee investigating the practicality of the association holding a dance.

Stenotypists Get Together

The New York City Chapter of the Associated Stenotypists of America will meet Thursday, September 19 at 292 Madison Ave., Manhattan. The meeting is slated for 7:30 p.m. Miss R. Wylie, recording secretary of the group, has invited all operators of machine shorthand to attend. For information concerning the meeting, write Miss Wylie, P.O. Box 65, Times Plaza Station, Brooklyn.

Examination Requirements

City Tests

Asphalt Worker

Salary: \$6.72 to \$7.50 a day. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Many appointments during the life of the list. Ages: Not over 45 on the date of appointment. This position requires extraordinary physical ability. File by September 23. Fee, \$2.

Requirements

At least two years experience in asphalt work.

Weights

Written, weight 20; Practical, weight 60; Physical, weight 20. The passing grade will be set in accordance with the needs of the service.

Assistant Director, New York City Information Center, Grade 4

Salary: \$2,400 to \$3,000. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 3. File by September 23. Fee, \$2.

Requirements

Bachelors degree. Three years experience in work similar to that described in the duties; or satisfactory equivalent. Three years' experience in newspaper, radio, dramatics or theatrical work, performance as a receptionist or a model or any other position involving continuous meeting and dealing with large numbers of people, will be accepted as a satisfactory equivalent. Less than three years' experience of this type, if unusual in character or responsibility, would also be accepted. Successful candidates must be personable and pleasing in appearance.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service.

Assistant Director of Public Assistance (Dependent Children)

Salary: \$4,200 to \$6,000. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 1 in the Department of Welfare, subject to the budget. File by Sept. 23. Fee, \$4.

Requirements

Candidates must possess a baccalaureate degree and a master's degree in public administration or in social work, or have had equivalent training and, in addition, within the past 10 years must have had 5 years of satisfactory full time paid experience at least 2 years of which must have been as a case worker or supervisor in a recognized agency in the field of child welfare and at least three years of which must have been in a responsible administrative capacity involving the direction or supervision of a comprehensive program of child welfare services; or have had an equivalent combination of education and experience. One additional year of full time graduate training in a recognized school of social work or school of public administration may be substituted for not more than one year of the required 3 years of administrative experience.

Weights

Written, weight 40; Training, experience and personal qualifications, weight 60.

Assistant Superintendent of Demolitions

Salary: \$2,400 per annum, subject to budget. The eligible

list may be used for appropriate positions in a lower grade. Vacancies: 1 in the New York City Housing Authority. File by September 23. Fee, \$2.

Requirements

Not less than three years of recent satisfactory experience as an assistant superintendent or superintendent of building wrecking operations or demolition; or a satisfactory equivalent. A recognized degree in law, accountancy, engineering or architecture will receive additional credit. Familiarity with sub-standard buildings, detailed information concerning the Building Code, Tenement House Act, Sanitary Code, Labor Law, Multiple Dwelling Act, General Contract Law, fire, life, and nuisance hazards is essential.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50.

Continuity Writer

Salary: \$1,800 up to but not including \$2,400 per annum. Vacancies: 1. File by Sept. 23. Fee, \$1.

Requirements

Candidates must possess a baccalaureate degree or the equivalent. They must have completed one year of satisfactory experience as set forth under "Duties" at a radio broadcasting station, or the equivalent. At the time of filing application for this position, candidates must submit in a large envelope, approximately 8 1/2 x 14", five examples, including at least one script, of work they have completed at a radio station.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50.

Junior Assessor (Engineering)

Salary: \$2,160 a year minimum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 2 in the Tax Department. File by Sept. 23. Fee, \$2.

Requirements

An engineering degree recognized by the University of the State of New York and one year's experience in engineering valuation or appraisal of non-residential structures and equipment therein; or a satisfactory equivalent.

Weights

Written, weight 60; Training, experience and personal qualifications, weight 40.

Senior Statistician (Social Service)

Salary: \$3,000 and over per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 1 in the Department of Welfare. File by Sept. 23. Fee, \$2.

Requirements

A baccalaureate degree from an institution or university accredited by the University of the State of New York and at least five years of full-time paid experience in work involving the application of a knowledge of statistical theory and methods, or in conducting statistical inquiries and investigations of a character to qualify the candidate for the duties of the position, or a satisfactory equivalent combination of education and experience. No credit will be given for accounting, bookkeeping or tabulating work. Statisticians in the city service who have served in that title for at least six months will be admitted to the examination

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.

even if they do not meet the above requirements.

Candidates for the position of Senior Statistician (Social Service) must have had at least two years of full-time paid experience in the social service field, concurrently with, or in addition to the minimum requirements for Senior Statistician.

Weights

Written, weight 60; Training,

experience and personal qualifications, weight 40.

Assistant Engineer (Designer) Grade 4

(Competitive)

Board of Water Supply. Salary: \$3,120 and upward. Vacancies: 102. Fee, \$3. File by September 23.

Duties and Requirements appeared in the Sept. 3 issue of The Leader.

State Tests

Unemployment Insurance Referee

Division of Placement and Unemployment Insurance, Department of Labor. (Usual salary range \$3,500-\$4,375; appointments expected at minimum but may be made at less). Fee, \$3. File by October 11. Test to be held November 16.

Requirements

Candidates must meet the requirements of one of the following groups: either (a) six years of satisfactory full-time employment either (1) in positions providing placement or personnel experience in an organized employment or personnel office of a business or labor organization

or an employment agency, commercial or otherwise, handling a considerable volume of diversified types of employment, or (2) in positions involving management or direction of a large staff of personnel in diversified types of employment providing knowledge of modern personnel procedure, or (3) in positions with a public agency responsible for the administration of workmen's compensation laws, or (4) with a public or private organization dealing with compliance with the Labor Laws or labor agreements relating to wages, hours and working conditions, or the settlement of insurance claims, two years of

(Continued on Page 17)

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| Jr. & Sr. Typist and Stenographer—Prepared for Federal examinations | .65c, \$1.00 & 1.50 |
| Prison Guard | .25c & 1.00 |
| Prison Guard—The Training of Prison Guard in the State of New York—Walter M. Wallach's 417 pages of study material published by Teachers' College | 2.75 |
| Postal Service | .26c, \$1.00 & 1.50 |
| State Trooper | 1.00 |
| Police Manual | 1.00 |
| Patrolman Study Text | 1.50 |
| Customs & Immigration Inspector | 1.00 |
| Jr. Insp. Wages and Hours | 1.50 |
| Oil Burner Installer | 1.50 |
| Unemployment Insurance Referee | \$1.00 \$2.00 |

FIREMAN PROMOTION PREPARATION

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|--|-------------|
| How To Become a Fireman | .10 |
| Fireman Study Book | .25c & 1.50 |
| Fire Department Manual of Instruction—An officer's manual for professional fire-fighters by Lowell M. Limpus | 1.85 |
| Fire Prevention Code | 1.50 |
| Fireman Study Book | .25c & 1.00 |

Printer, Nurse Wanted by N. Y. State

(Continued from Page 16)

which experience under (1), (2), (3), and (4) must have been in a satisfactory administrative or supervisory capacity, and graduation from a standard senior high school; or (b) four years of satisfactory full-time paid employment as described under (a), one year of which must have been in a satisfactory administrative or supervisory capacity, and graduation from a recognized college or university from a course for which a degree is granted; or (c) admission to the Bar of New York State followed by five years of full-time satisfactory practice of the law; or (d) a satisfactory equivalent combination of the foregoing training and experience. Candidates must have a thorough knowledge of the New York State Unemployment Insurance Law; understanding and appreciation of its social and economic implications and its purposes in protecting the welfare of the people of the State; ability to deal with people fairly and impartially; firmness; resourcefulness; tact; good judgment; good address; good personality. College transcript required.

Weights

Written examination on the duties of the position, 5; training and experience, 5.

Assistant Analytical Chemist

Bureau of Biological Survey, Department of Conservation. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Make complete chemical analyses of assigned substances to determine their constituents involving both inorganic and organic determinations; do related work.

Requirements

Either a) three years laboratory experience in chemistry involving analytical determination of inorganic and organic substances, and college graduation with specialization in chemistry; or b) two years of such experience, and a master's degree in chemistry with specialization in analytical chemistry; or c) a Ph.D. in chemistry with specialization in analytical chemistry; or d) a satisfactory equivalent. Candidates must have a thorough knowledge of the principles and procedures of chemical analyses and skill in laboratory technique.

Weights
Written, 4; training and experience, 6.

Assistant Examiner of Town Highway Accounts

Bureau of Field Audit, Department of Audit and Control. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Do independent and responsible work in the audit and examination of town and county highway accounts; related work.

Requirements

Either a) seven years accounting or auditing experience, two of which were in the supervision of an office or field staff for auditing state, county, or municipal funds, and graduation from high school; or b) two years of such experience, and college graduation, including 24 credit hours in accounting; or c) a satisfactory equivalent. Candidates must have a thorough knowledge of governmental accounting procedures and methods of budgeting.

Weights

Written, 4; training and experience, 6.

Assistant in Teacher Certification

Department of Education. (Usual salary range \$2,400-\$3,000; appointment expected at the minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Examine and evaluate teachers' qualifications; confer with applicants and school officials relative to teachers' qualifications; dictate letters, relating to teachers' qualifications, credentials, and reports; supervise the work of clerks in the evaluation of teachers' credentials; tabulate teacher education and experience data; check teacher record reports and supervise clerks assisting in such work; related work.

Requirements

Candidates must have a teacher's certificate valid for service in the public schools of New York City, or be eligible for such certificate. Either a) four years experience in the administration or supervision of an office with a personnel of at least 15 clerks or stenographers, and college graduation; or b) a satisfactory equivalent. Candidates must have a thorough knowledge of the kinds and grades of academic and professional records usually kept by colleges and universities.

Weights

Written, 4; training and experience, 6.

Consultant Public Health Nurse (Educational Supervision)

Division of Public Health Nursing, Department of Health. (Usual salary range \$3,120-\$3,870; appointment expected at minimum but may be made at less.) Fee, \$3. File by October 4. This exam is open also to non-residents of New York State.

Duties

Do especially difficult and responsible public health nursing work in the field of staff education; collect, edit, and

prepare teaching material for extensive courses for state and local public health nurses, and for other registered nurses enrolled in the course; correct the written work of students; organize group conferences, select group leaders, and prepare the schedules; supervise the record keeping; related work.

Requirements

Candidates must be graduates of an accredited school of nursing, and must be licensed as a registered professional nurse in New York State or eligible for such license. Either a) three years supervisory experience in public health nursing, including one year experience in teaching nurses, and college graduation, including 30 credit hours in public health nursing or closely related subjects; or b) a satisfactory equivalent.

Weights

Written, 4; training and experience, 6.

Head Tuberculosis Hospital Nurse Type C (Anaesthetist)

Division of Tuberculosis, Department of Health. (Appointment expected at New York State Hospital for Incipient Tuberculosis, Ray Brook, at \$1,200-\$1,380 plus full maintenance. List will also be used to fill positions of Anaesthetist.) Fee, \$2. File by October 4. This exam is open also to non-residents of New York State, but preference in appointment will be given to residents.

Duties

Administer anaesthetics; have charge of the supplies necessary in the administration of anaesthetics; train and instruct nurses in anaesthesia technique; related work.

Requirements

Candidates must be graduates of high school or have equivalent education, must be graduates of a school of nursing, and must be licensed as a registered professional nurse in New York State or eligible for such license. Either a) six months post-graduate training in anaesthesia, and three years experience as anaesthetist in a clinic or hospital; or b) six months post-graduate training in anaesthesia, and two years experience as anaesthetist in a hospital or clinic which included six months experience as a thoracic surgical service; or c) four years experience as anaesthetist in a hospital or clinic; or d) a satisfactory equivalent. The experience must have included experience in "open chest" operations in which differential pressure and endotracheal technique was used. Candidates must have a knowledge of the technique of administering anaesthetics.

Weights

Written, 4; training and experience, 6.

Instructor in Physical Training

Department of Mental Hygiene. (Appointment expected at Creedmoor State Hospital at \$1,200 plus maintenance.) Fee, \$1. File by October 4.

Duties

Instruct in physical training and direct the recreational activities of neuropsychiatric patients in a State hospital or other institution; related work.

Requirements

Candidates must be graduates of high school or have educational equivalent. Either a) four years experience in phy-

Service Ratings May Come Once a Year

As an economy move the Municipal Civil Service Commission is considering a change of policy by which service-ratings for city employees would be made once a year, instead of each six months as is the present policy. The Commission will probably take action on this measure within a few weeks.

The service rating program was inaugurated by the present members of the Civil Service Commission as an aid in judging an employee's performance on the job. The department officials give a rating, varying from minus 3 to plus 3, to each of their employees, based on how well they have performed their duties. These service ratings are included in promotion examinations in computing the grade to be allotted for an employee's record.

sical education including one of supervisory experience and one in directing recreational activities of neuropsychiatric patients; or b) one year experience in physical training, either in addition to or including six months recreational or physical training experience with neuropsychiatric persons, and graduation from normal school or college with specialization in physical education, or from a school of physical education; or c) a satisfactory equivalent.

Weights

Written, 3; training and experience, 7.

Junior Epidemiologist

Department of Health. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.)

Duties

Assist in the diagnosis of communicable disease cases and in the investigation of outbreaks and the endemic occurrence of communicable diseases; participate in epidemiological research studies; assist District State Health officers and local health departments in carrying out preventive and control measures.

Requirements

Candidates must be graduates of medical school and licensed to practice medicine in New York State or eligible to enter the exam for such license; they must have completed one year internship in a general hospital and a post-graduate course in public health approved by the public health council for Health Officer, Grade 2, in New York State, and must have had six months public health experience in a city, county, or State health department, or in a similar organization.

Weights

Written, 5; training and experience, 5.

Milk Accounts Examiner

Department of Agriculture and Markets. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Make complex and involved office and field examinations and audits of records and reports of milk producers and dealers to determine compliance with the Milk Control Law; assist such producers and dealers in achieving such compliance; prepare material for presentation at hearings; related work.

Requirements

Either a) six years experience in keeping or auditing accounts, two of them in responsible and difficult account keeping in the dairy industry, and high school graduation; or b) three years experience in keeping or auditing accounts, one and one-half of them in responsible and difficult account keeping in the dairy industry, and college graduation with specialization in agricultural economics or accounting; or c) a satisfactory equivalent. Two years experience in the administration of Milk Control Laws or in a supervisory capacity in dairy administration may be substituted for two years of the experience required under a). Candidates must be familiar with modern dairy accounting and the Milk Control Law.

Weights

Written, 6; training and experience, 4.

Occupational Therapist

Department of Mental Hygiene. (Usual salary range \$1,650-\$2,150; appointment expected at Creedmoor State Hospital at \$1,200 plus maintenance.) Fee, \$1. File by October 4.

Duties

Teach manual arts, according to the principles of occupational therapy, to patients in State Mental Hygiene hospitals; related work.

Requirements

Candidates must be graduates of high school, or have equivalent education. Either a) one year experience in occupational therapy, and graduation from a school of occupational therapy; or b) a satisfactory equivalent. Practice training will not be accepted as experience. Six months experience in occupational therapy in a Mental Hygiene hospital may be substituted for the one year experience required under a). Registration as an Occupational Therapist is desirable.

Weights

Written, 5; training and experience, 5.

Printer

(Usual salary range \$2,100-\$2,600; appointment expected in the main office of the Department of Public Works in Albany at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Do skilled work as assigned on any or all of the processes of a printing shop, other than machine composition; related work.

Requirements

Either a) eight years experience in general printing work including experience in hand composition and operation of presses; or b) a rating of journeyman printer with press experience, and graduation from high school; or c) a satisfactory equivalent. Candidates must have knowledge of proofreading and all branches of printing shop practice, other than machine composition.

Weights

Written, 4; training and experience, 6.

Safety Inspector of Construction
Bureau of Building Construction and

Public Assembly, Department of Labor. (Salary varies; appointment expected at \$1,680 with automatic increases to \$3,000.) Preferred age: under 35. Fee, \$1. File by October 4.

Duties

Inspect the erection, repair, or demolition of buildings or structures and excavations in connection therewith, and inspect places of public assembly with respect to compliance with the provisions of the New York State Labor Law and Industrial Code Rules; related work.

Either a) five years practical experience in a vocation of the construction industry which involved knowledge of the use of building equipment, of which three years was either 1) as a skilled craftsman in one or more building trades, or 2) as superintendent of building construction, or 3) as a construction safety inspector or its equivalent in part-time safety work, and high school graduation; or b) a satisfactory equivalent. Candidates should be familiar with modern construction equipment and safety precautions of the industry and with the New York State Labor Law and Industrial Code Rules applicable to structural design of factory, mercantile, and public assembly buildings. A physical exam may be required before appointment.

Weights

Written, 6; training and experience, 5.

Division of Maternity, Infancy, and Child Hygiene, Department of Health. (Usual salary range \$3,120-\$3,870; appointment expected at minimum but may be made at less.) Fee, \$3. File by October 4.

Duties

Have charge of the dental work in a mobile dental trailer; related work.

Requirements

Candidates must be licensed to practice dentistry in New York State and must have had three years experience in dental practice, including that among young children, of which one year was as interne in a children's hospital, institution, or agency specializing in children's dentistry, including work in pre-school age children.

Senior Laboratory Technician (Clinical Pathology)

Division of Tuberculosis, Department of Health. (Usual salary range \$1,650-\$2,150; appointment expected at minimum but may be made at less.) Fee, \$1. File by October 4.

Duties

Do clinical laboratory work of an advanced or complex character; supervise subordinates; do related work.

Requirements

Either a) high school graduation supplemented by either 1) a two-year course in laboratory technique, including clinical pathology, and two years experience in clinical or bacteriological laboratory work, of which one year was in the clinical laboratory of a tuberculosis hospital, or 2) two years college work including 15 credit hours in biological sciences and four years clinical or bacteriological laboratory experience, of which one year was in the clinical laboratory of a tuberculosis hospital; or b) college graduation, with specialization in biological sciences, including courses in biology, biochemistry, inorganic and organic chemistry, or completion of the requirements for entrance to medical school as established by the Board of Regents, and two years clinical laboratory experience; or c) a satisfactory equivalent.

Weights

Written, 4; training and experience, 6.

Senior Tuberculosis Roentgenologist

Division of Tuberculosis, Department of Health. (Usual salary range \$4,000-\$5,000, with suitable deduction for maintenance if allowed; appointment expected at the New York State Hospital for Incipient Tuberculosis at Ray Brook at \$3,000 plus maintenance.) Fee, \$3. File by October 4.

Duties

Be in responsible charge of the X-ray department, including the mechanical operation and maintenance of all X-ray and dark room equipment and supplies, the X-ray and dark room technique used and the expert

(Continued on Page 18)

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Many County Tests in State Series

(Continued from Page 17)

interpretation of X-ray films and recording of the data; take histories and make initial and periodic examinations of patients; make and supervise the making of fluoroscopic examinations, especially of the chest and G. I. and G. U. systems with the use of dyes and opaque mediums; do clinic work; teach X-ray technique and interpretation to technicians, medical students, and physicians; do research work in the field of roentgenology; related work.

Requirements

Candidates must be graduates of a medical school, licensed to practise medicine in New York State or eligible to enter the exam for such license, and must have served one year's internship in a general hospital. Either a) four years experience in tuberculosis work, as a member of the resident staff of a tuberculosis hospital or sanatorium of at least 200-bed capacity, of which two years were in a responsible position in the X-ray department; or b) a satisfactory equivalent.

Weight

Written, 4; training and experience, 6.

Supervising Janitor-Fireman

Department of Education (Usual salary range \$1,800-\$2,300 plus residence accommodations; appointment expected at minimum at State Normal School at Fredonia, but may be made at less.) Fee, \$1. File by October 4.

Duties

Have general care, protection, and upkeep of a State Normal School; related work.

Requirements

Candidates must have five years experience in the repair and maintenance of large buildings, including the heating plant, together with some experience in at least three of the following lines of work: plumbing, painting, electrical work, or carpentry. Credit will be given for experience in the operation and repair of high pressure boilers.

Weights

Written, 5; training and experience, 5.

Supervisor of Stream Improvement

Division of Fish and Game, Department of Conservation.



"HOW WAS IT?"

Commission president Paul J. Kern (far left) and a group of Commission officials ask candidates on the 1939 Patrolman Test how they feel, after completing one of the difficult parts of the physical.

ment of Conservation. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Plan and supervise the improvement of fishing streams owned or controlled by the State; related work.

Requirements

Either a) five years experience in wild life conservation, of which three were on a technical level in planning and directing improvement of fishing streams; or b) three years of such fishing stream experience and a B. S. degree; or c) a satisfactory equivalent. Candidates must have knowledge of trout waters in New York State and of the types of stream improvements and their adaptation to the conditions and requirements of individual streams.

Weights

Written, 4; training and experience, 6.

Toll Collector

New York State Bridge Authority. (\$5 a day with probability of \$6 a day after six months; appointments will be made on the Mid-Hudson, Rip Van Winkle, and Bear Mountain Bridges). Fee, \$1. File by October 4. Preferred ages: 21-45. Candidates must be residents of Albany, Columbia, Greene, Rensselaer, Schoharie, Sullivan, Ulster, Dutchess, Orange, Putnam, Rockland, or Westchester counties.

Duties

Collect and register tolls at a toll station on a bridge under the authority of the New York State Bridge Authority; related work.

Requirements

Either a) four years business experience, two of them as a cashier or ticket seller or in similar capacity; or b) two years of such specialized experience, and high school graduation; or c) a satisfactory equivalent.

Weights

Written, 6; training and experience, 4.

Unwritten Exam. Later Than Oct. 26

Instructor in Woodworking Machinery and Cabinetmaking
Department of Correction. Appointment expected at Elmira Reformatory at \$1,800. Fee, \$1. File by October 25.

Requirements

Candidates must either possess or be eligible for a New York State certificate for teaching cabinetmaking, or have completed education equivalent to junior high school graduation and 32 semester hours in training of teachers of shop subjects, and have completed five years journeyman cabinetmaking experience.

New York County Probation Officer

Probation Department, Court of General Sessions. (Appointment expected at \$3,000.) Age limits: 21st-55th birthday. Fee, \$2. File by October 4.

Duties

Perform the duties of a probation officer in the Court of General Sessions in conformity with the General Rules Regulating Methods and Procedure in the Administration of Probation; related work.

Requirements

Candidates must be high school graduates or have equivalent education with specialization in the social sciences, and three years experience in social case work with a social agency; or b) college graduation, supplemented by graduation from a two-year course in a social work school; or c) completion of two years of college study and four years experience as listed under a); or d) a satisfactory equivalent.

Weights

Written, 4; training and experience, 6.

COUNTY WRITTEN EXAMINATIONS OF OCT. 26

(Applications should be filed by Oct. 4)

These examinations are open only to residents of the county specified.

Albany County

Engineering Assistant, Albany County Highways Department. (Several appointments expected at \$1,200.) Fee, \$1.

Erie County

Deputy Sealer of Weights and Measures, Department of Weights and Measures, Erie County. (Usual salary range \$1,800-\$2,100.) Fee, \$1. Appointment expected at \$1,800.

Janitor, Department of Commissioner of Buildings, Erie County. (Usual salary range \$1,200-\$1,500.)

Fee, \$1. Appointment expected at \$1,200.

Senior Case Worker, Division of Child Welfare, Department of Social Welfare, Erie County. (Usual salary range \$1,500-\$1,800.) Fee, \$1. Several appointments expected at \$1,500.

Hamilton County

Sealer of Weights and Measures. Appointment expected at \$1,200. Fee, \$1.

Monroe County

Case Supervisor Consultant, Board of Child Welfare. (Usual salary range \$2,100-\$2,400.) Fee, \$2. Appointment expected at the minimum but may be made at less.

Oneida County

Dentist, Oneida County. Salary varies. (Appointment expected at

\$2,500 without maintenance or quarters.) Fee, \$2.

Director, Children's Division, Department of Public Welfare, Oneida County. (Appointment expected at \$2,200.) Fee, \$2.

Onondaga County

Special Deputy County Clerk (Executive Office), Office of the County Clerk, Onondaga County. (One appointment expected at \$3,000.) Fee, \$3.

Stenographer, Department of Public Welfare, Onondaga County. (Usual salary range \$832-\$920.) Fee, 50 cents.

Rensselaer County

Case Worker, Children's Service Bureau, Department of Public Welfare. (Usual salary range \$1,200-\$1,600.) Fee, \$1. Three appointments expected at \$1,200.

Fireman, Rensselaer County Welfare Home, Department of Public Welfare. (Usual salary \$1,200 with \$600 maintenance allowance.) Fee, \$1. Three appointments expected.

Ulster County

Senior Engineering Aide, Office of County Superintendent of Highways, Ulster County. (Usual salary range \$1,200-\$1,500.) Fee, \$1.

Westchester County

Guard - Farmer, Westchester County Penitentiary. (Usual salary range \$1,740-\$1,980.) Fee, \$1. Appointment expected at \$1,740 or \$1,290 and maintenance. Age limits: 21-45.

Supervising Toll Collector, Westchester County Park Commission. (Five appointments expected at \$1,860.) Fee, \$1. Preferred ages: 21-45. Appointees will be required to furnish their own uniforms. It is desired to appoint male Supervising Toll Collectors to fill the existing vacancies.

Toll Collector, Westchester County Park Commission. (Several appointments expected at \$1,620.) Fee, \$1. Preferred ages: 21-45. Appointees will be required to furnish their own uniforms. It is desired to appoint male Toll Collectors to fill the existing vacancies. If eligible, candidates may compete for Toll Collector, New York State Bridge Authority. A separate application and fee of \$1 must be filed.

Fiction Review

By THRILLMASTER

LOOKING over the newsstands, I find a newcomer — EXCITING WESTERN — that packs a thrill on every page. . . . This magazine features "Gun Outpost," a smashing complete novelet by Larry A. Harris, who has always been one of my favorite writers. . . . In addition there are other thrilling novelets and stories, and the magazine has a bright, lively appearance that commends it to all western story fans. . . . A big dime's worth!



Calling all gridiron fans! A gala number of THRILLING FOOTBALL has appeared recently and is still available! This big 15c value features a complete novel, several other novelets and stories, a football forecast, and many special features by America's leading coaches and experts. This is a number to read and keep! It presents all the high-spots of the game.

Relax with a detective mystery for real enjoyment! One of the best is THE GLASS GUILLOTINE, a gripping novel by Stewart Sterling that appears in THRILLING DETECTIVE. . . . It's a grand baffler of crime and politics — packed with suspense, action and astonishing revelations! This magazine also contains other detective thrillers, and the price is ten cents.

More good news — for sports fans! THRILLING SPORTS and POPULAR SPORTS MAGAZINE, each 10c, the leaders in sport! Every issue of each contains a wide variety of stories—from baseball and football to jai-alai and marathon swimming—plus special features by recognized authorities on sport. Try these winners!

Sis and mom will adore LOVE'S A BARGAIN, a glamorous romance by Sylvia Parker in November. THRILLING LOVE. . . . This novel, only one of the many delightful stories in this magazine, deals with the fascinating experiences of a young girl who suddenly inherits a department store. . . . THRILLING LOVE is on sale at all stands, at 10c per copy.



Have you made the acquaintance of THRILLING ADVENTURES, the magazine that takes you on a story tour of the world for a dime? . . . And, if you like stories of the future, why not read—THRILLING WONDER STORIES, STARTLING STORIES and CAPTAIN FUTURE, the leaders in this field. . . . Each 15c at all stands. Happy reading!

—THRILLMASTER.

U. S. Tests

Machinist

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$6.96-\$8.40 a day). Filing open. Age limits: 18-62. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Chief Tool and Gauge Designer (\$2,600)

Principal Tool and Gauge Designer (\$2,300)

Senior Tool and Gauge Designer (\$2,000)

Tool and Gauge Designer (\$1,800)

Place of employment: Watervliet, N. Y. Open to any resident of New York State. No closing date has been set for filing. Age limit: 18 to 55.

Toolmaker

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$7.84-\$9.28 a day). Filing open. Age limit: 18-62. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Shipwright

Salary: \$7,488; \$7,968; and \$8,448 per day. Place of employment: Norfolk Navy Yard, Portsmouth, Virginia. Age limit: 20 to 55. Applications will be received until further notice.

Sr. Inspector, Ordnance Material (\$2,600)

Inspector, Ordnance Material (\$2,300)

Asso. Inspector, Ordnance Material (\$2,000)

Asst. Inspector, Ordnance Material (\$1,800)

Junior Inspector, Ordnance Material (\$1,620)

Junior and assistant grades, 20-48 years; other grades, 21-55 years. Filing open. Ordnance Dept., War Dept.

Precision Lens, Prism and Test Plate Maker

Salary: \$7,572; \$8,352; \$8,832 per day. Place of employment: U.S. Navy Yard, Washington, D. C. Age limits: 20 to 48. Filing open until further notice.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Junior Engineer (\$2,000)

Optional Branches: 1. Aeronautical; 2. Naval Architecture and Marine Engineering.

Filing is open until sufficient eligibles are obtained. Applications will be rated as received and certification made for appointment as needs of service require. Age limit: 40.

Associate Aeronautical Inspector, \$3,500

Assistant Aeronautical Inspector, \$3,200

Civil Aeronautics Authority, Department of Commerce. Applications will be received until further notice. Age limits: 24 to 40 (for Associate); 24 to 35 (for Assistant).

(Continued on Page 19)

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Shortage of Engineers in U. S. Service

(Continued from page 18)
 Duties and requirements for this exam appeared in the June 25 issue of The Leader.

Mechanical Engineer (Industrial Production), \$3,800

Associate Mechanical Engineer (Industrial Production), \$3,200

Assistant Mechanical Engineer (Industrial Production), \$2,600
 War or Navy Departments. File by June 30, 1941. Age limit: 60.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Aeronautical Engineer, \$3,800

Associate Aeronautical Engineer, \$3,200

Assistant Aeronautical Engineer, \$2,600

Optional branches: 1) aerodynamics and performance; 2) design; 3) electrical installations; 4) engines; 5) equipment; 6) general; 7) power plant installations; 8) propellers; 9) specifications and weight control; 10) structures; 11) vibration and flutter; 12) any other specialized branch of aeronautical engineering.

Applications will be received until June 30, 1941. Age limit: 53.

Duties and requirements for this exam appeared in the June 25 issue of The Leader.

Senior Engineering Aide (Topographic)

Salary: \$2,000. U. S. Geological Survey, Dept. of Interior. Age limit: 53. File by December 31, 1940.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Chief Engineering Draftsman (Ordnance), \$2,600

Principal Engineering Draftsman (Ordnance), \$2,300

Senior Engineering Draftsman (Ordnance), \$2,000

Engineering Draftsman (Ordnance), \$1,800

Assistant Engineering Draftsman (Ordnance), \$1,620

Navy and War Departments. Filing open until June 30, 1941. Age limit: 53.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Associate Aircraft Inspector (Factory)

Associate Air Carrier Maintenance Inspector

Salary for both positions: \$2,900. No filing deadline has been set. Age limit: 24 to 53. Civil Aeronautics Authority.

Requirements

An aircraft mechanic's certificate of competency. In addition: either 1) two years of broad experience in a supervisory capacity in the mechanical field of modern civil aircraft manufacture or repair; or 2) three years of broad experience in the mechanical field of modern civil aircraft manufacture or repair, which must have included components, sub-assemblies, instruments, and accessories, or must have been in final assembly inspection.

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Senior Inspector, Engineering Materials (Aeronautical), \$2,600

Inspector, Engineering Materials (Aeronautical), \$2,000

Junior Inspector, Engineering Materials (Aeronautical), \$1,800

Navy Department. File until further notice. Age limit: 53.

Requirements
 Applicants must have had from two to six years experience, according to the grade of the position, in the inspection and testing of aeronautical engineering materials, including parts, subassemblies, assemblies, instruments, etc., to determine compliance with specifications or standards of manufacture; or in the inspection and testing of aircraft engines and their accessories. For part of this experience requirement, certain substitutions are allowed.

Attendant, Neuro-Psychiatric Hospital

Salary: \$1,020. File until further notice. Place of employment: Veterans' Administration Facilities, Canadaigua and Northport, New York. Age limits: 21 to 48.

Duties and requirements for this exam appeared in the August 27 issue of The Leader.

Machinist

Appointments will be made at salaries ranging from \$6.92 to \$8.82 a day. Positions will be filled in Dover, Metuchen, N. J. and Brooklyn, N. Y. Age limits: 18 to 55.

Duties
 To operate machines and tools of all types in a large first class machine shop fitted for handling all sizes of work; to do all classes and kinds of bench, machine, hand tool, and vise work, floor and erecting work; to fit up in connection with building and repairing machine tools, main engines (both reciprocating and turbines); automobiles, pumps, blowers, locomotives, etc.

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

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

Chief Engineering Draftsman (Aeronautical), \$2,600

Principal Engineering Draftsman (Aeronautical), \$2,300

Senior Engineering Draftsman (Aeronautical), \$2,000

Engineering Draftsman (Aeronautical), \$1,800

Assistant Engineering Draftsman (Aeronautical), \$1,620

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Crane Operator (Electrical Traveling Bridge), \$6.24 to \$7.20 per day

Crane Operator (Steam Locomotive), \$7.87 to \$8.83 per day

Applications will be received until further notice. Place of employment: Brooklyn Navy Yard. Age limit: 20 to 48.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Radio Monitoring Officer, \$3,200

Assistant Radio Monitoring Officer, \$2,600

Age limit: 21-55. Applications will be rated as received until June 30, 1941.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Toolmaker

For positions in Fort Monmouth, N. J.—\$2,000 to \$2,200; Picatinny Arsenal, Dover, N. J.—\$7.20 to \$9.28 a day; Raritan Arsenal, Metuchen, N. J.—\$7.20 to \$8.40 a day; Brooklyn Navy Yard—\$8.35 to \$9.31 per day.

Applications will be received until further notice. Age limits: 18 to 62.

Duties
 To perform work of average difficulty involved in bench, machine, and hand work in the manufacture of tools, jigs, fixtures, gauges, punches, and dies in a machine or instrument shop; to cut, grind, lap, polish, temper, anneal, and harden tools and gauges; to work from blueprints, sketches, or verbal directions.

Requirements
 Applicants must have completed a four-year apprenticeship, or have had four years of practical experience, the substantial equivalent of such apprenticeship.

Senior Medical Officer, \$4,600

Medical Officer, \$3,800

Associate Medical Officer, \$3,200

Public Health Service and Food and Drug Administration, Federal Security Agency; Veterans' Administration; Civil Aeronautics Authority, Department of Commerce; Indian Service, Department of the Interior. 200 appointments as Associate Medical Officer will be made by the Veterans Administration. Age limits: 53 for Senior Medical Officer and Medical Officer, 40 for Associate Medical Officer. Filing open.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Principal Marine Engineer, \$5,600

Senior Marine Engineer, \$4,600

Filing open until June 30, 1941. Upper age limit: 70. No written exam. Basis of rating on education and experience.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Principal Naval Architect, \$5,600

Senior Naval Architect, \$4,600

Filing open until June 30, 1941. Upper age limit: 70. No written exam. Basis of rating on education and experience.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Principal Naval Architect, \$5,600

Senior Naval Architect, \$4,600

Public Health Service and Food and Drug Administration, Federal Security Agency; Veterans' Administration; Civil Aeronautics Authority, Department of Commerce; Indian Service, Department of the Interior. 200 appointments as Associate Medical Officer will be made by the Veterans Administration. Age limits: 53 for Senior Medical Officer and Medical Officer, 40 for Associate Medical Officer. Filing open.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Principal Naval Architect, \$5,600

Senior Naval Architect, \$4,600

Filing open until June 30, 1941. Upper age limit: 70. No written exam. Basis of rating on education and experience.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Principal Naval Architect, \$5,600

Senior Naval Architect, \$4,600

Filing for this position is open until June 30 1941. Age limit: 70.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Senior Civil Engineer, \$4,600

Civil Engineer, \$3,800

Associate Civil Engineer, \$3,200

Assistant Civil Engineer, \$2,600

Optional branches: 1) cadastral; 2) construction; 3) soil mechanics; 4) safety; 5) sanitary; 6) general. File by June 30, 1941.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Junior Graduate Nurse

(\$1,620); not over 35 years old; filing open. U. S. Public Health Service, Federal Security Agency and Veterans' Administration.

Duties
 Under immediate nursing supervision, perform general nursing duty in the wards of hospitals, infirmaries, or sanatoria; related work.

Requirements
 High school graduation; completion of a course in a recognized nursing school, with a residence of two years in a hospital with a daily average of at least 50 bed patients; registration as a graduate nurse. Candidates in the final year in nursing school will be accepted if they furnish proof of fulfilling requirements during life of the register. Stand at least 5 feet, weigh at least 105 pounds.

Physical Director

Salary: \$2,000. U. S. Veterans Administration. File by September 23. Age limit: 45. Applicants must be in sound physical condition.

Duties and requirements for this exam appeared in the August 27 issue of The Leader.

(Continued on Page 20)

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Subscribe to The Leader by letting the editor and the publisher know which features and news-stories you prefer. Here's a list, with the names of staff members who write them.

SANITATION NEWS, the coming fireman exams, self-help study material — MAXWELL LEHMAN
 POLICE NEWS, 11-squad system, telephone operator stories — BURNETT MURPHEY
 U. S. CIVIL SERVICE FRONT, card-punch stories, federal news — CHARLES SULLIVAN
 QUESTIONS answered in The Leader office and by phone: Your Chances for Appointment — HOWARD M. WILSON
 STATE NEWS, unemployment insurance referee, WHERE DO I STAND? — MORTON YARMON
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TRAINING FOR FIREMAN EXAM

A new exam for Fireman is due next Spring. Part of the physical test will consist of carrying a heavy, limp dummy. A prospective candidate is shown training for the test

(Continued from Page 19)

Specialist in Conference Planning

Office of Education, Federal Security Agency. Salary: \$4,600. File by September 23. Age limit: 53.

Duties and requirements for this exam appeared in the August 27 issue of *The Leader*.

Physiotherapy Aide, \$1,800

Junior Physiotherapy Aide, \$1,620

Options for Junior Physiotherapy Aide Only: 1) general; 2) Neuropsychiatric Hospitals. U. S. Public Health Service, Federal Security Agency, and Veterans' Administration. File by September 23. Deductions for maintenance are made as follows: Public Health Service: \$690; Veterans Administration: \$420 to \$570. Age limit: 45.

Duties and requirements for this exam appeared in the August 27 issue of *The Leader*.

Navy Yard Jobs

49 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; Caulker, Wood, \$7.58 to \$8.54; Chipper and Caulker, Iron, \$7.58 to \$8.54; Coppersmith, \$8.45 to \$9.51; Die Sinker \$8.83 to \$9.79; Diver, \$17.58 to \$18.24; Driller, Pneumatic, \$6.37 to \$7.30; Engineering Draftsman, Chief, (Aeronautical), \$2,600 per year; Engineering Draftsman, Principal, (Aeronautical), \$2,300 per year; Engineering Draftsman, Senior, (Aeronautical), \$2,000 per year; Engineering Draftsman, (Aeronautical) \$1,800 per year; Flange Turner, \$8.06 to \$9.02; Forger, Drop, \$7.77 to \$8.73; Forger, Heavy, \$12.09 to \$13.95; Forger, Light, \$9.50 to \$10.46; Frame Bender, \$8.06 to \$9.02; Gas Cutter or Burner, \$6.62 to \$7.58.

Helper Blacksmith, Other Fires, \$4.89 to \$5.85; Helper Boilermaker, \$4.89 to \$5.85; Helper Coppersmith, \$4.89 to \$5.85; Helper Flangeturner, \$5.18 to \$6.14; Helper Forger, Heavy,

\$5.18 to \$6.14; Helper Molder, \$5.08 to \$6.04; Helper Rigger, \$4.89 to \$5.85; Helper Sheet Metal Worker, \$4.89 to \$5.85; Helper Shipfitter, \$4.89 to \$5.85; Holder-On, \$5.38 to \$6.34; Instrument Maker, \$8.16 to \$9.12. Loftsman, \$8.26 to \$9.22; Molder, \$8.99 to \$9.99; Pipecoverer 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; Sallmaker, \$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.

Regional Agent, Trade and Industrial Education, \$4,600

Special Agent, Trade and Industrial Education, \$3,800

Office of Education, Federal Security Agency. File by October 1. Age limit: 53.

Special Agent, Research in Commercial Education, \$4,600

File by October 1. Age limit: 53.

Civilian Medical Officer (Temporary and Part-Time)

For full-time duty the salary is \$3,200 a year or higher; for part-time duty, the salary is commensurate with the hours of duty. Applications will be received until further notice.

Because of the immediate authorized expansion of the Army, there will be need for approximately 600 civilian medical officers in various grades for temporary service and part-time service, to perform at this time duties which will later be performed by Commissioned Of-

ficers of the Medical Reserve Corps, if and when such officers are called to active duty. The duration of the appointments is indefinite, and appointees will not receive commissions in the Army. Appointees will not be eligible for permanent appointment as a result of this announcement. Appointments will be made for duty in army hospitals, camps, reception centers and other field stations throughout the United States. Appointment to part-time positions will be made of persons residing in the vicinity of the place of duty.

Requirements
Education.—They must have graduated from a school of recognized (Class A) standing with the degree of M.D., or from a foreign medical school whose graduates are admitted to the examinations of the National Board of Medical Examiners.

Experience.—They must have had at least 1 year internship, general, or 1 year in a special branch. For appointment as Senior Medical Officer at \$4,600 and Medical Officer at \$3,800, applicants must have had in addition experience in the active practice of medicine commensurate in length and quality with the responsibilities of these positions.

Production Assistant (Estimator)

Salary: \$2,000 to \$2,600. File by September 25. Place of employment: ordnance service, war department, Watervliet Arsenal. Age limits: 18 to 53.

Duties and requirements for this exam appeared in the September 10 issue of *The Leader*.

Senior Personnel Technician (Tests and Measurements), \$4,600

Personnel Technician (Tests and Measurements), \$3,800

File by October 7. Age limits: 53.

Duties
To organize and conduct a program of construction of objective tests and other personnel measurement devices; to plan and conduct research on the reliability and validity of personnel measurements.

Requirements
A bachelor's degree, with 20 hours in psychology, including six in group tests and measurements. In addition the following experience: Senior Personnel Technician: six years experience in carrying out personnel research programs involving the application of psychological methods and procedures. A major part of this time must have been devoted to the development and application of group psychological tests of aptitude and proficiency. Personnel Technician: five years of the foregoing experience.

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

Physicians Needed

three in statistical method or in mathematical statistics. In addition, the following experience: Associate Personnel Technician: three years of experience in research in the construction and validation of group tests of general and special aptitude, proficiency tests, rating scales, standardized interviewing procedures, and/or devices for the evaluation of training and experience. Assistant Personnel Technician: no minimum experience required.

Instructor, Air Corps Technical School, \$3,800

Associate Instructor, Air Corps Technical School \$3,200

Assistant Instructor, Air Corps Technical School, \$2,600

Junior Instructor, Air Corps Technical School, \$2,000

Optional branches: 1) Aircraft Carburetion Systems; 2) Aircraft Engines; 3) Aircraft Hydraulic Systems; 4) Aircraft Instruments; 5) Aircraft Mechanics; 6) Aircraft Propellers; 7) Aircraft Fabric Work; 8) Aircraft Sheet Metal Work; 9) Aircraft Welding; 10) Heat Treating; 11) Parachutes; 12) Air Corps Fundamentals.

File until further notice. Age limits: 21 to 53. Positions are in the U. S. Army Air Corps, Chanute Field, Rantoul, Ill., Scott Field, Belleville, Ill.; and

Lowry Field, Denver, Col.

Duties

To instruct, or supervise the instruction of, officers and enlisted men of the Army Air Corps, National Guard, or Reserves, in the subjects indicated in the optional branches.

Requirements
Education: high-school graduation, or completion of 14 units of high school study acceptable for college education.

Experience: except for certain substitutions, at least four years of experience as Instructor in shop subjects or as shop supervisor, which must have included six months of instructional or supervisory experience in the optional branch for which application is made.

Substitution: for each year lacking of the prescribed instructional or supervisory experience, applicants may substitute each year of successfully completed study leading to a bachelor's degree in a college in the subjects indicated after the names of the optional branches:

Aircraft Carburetion Systems.—Aeronautical or Mechanical Engineering.
Aircraft Engines.—Aeronautical, Mechanical, or Marine Engineering.
Aircraft Hydraulic Systems.—Hydraulic, Mechanical, Aeronautical, or Marine Engineering.
Aircraft Instruments.—Aeronautical, Mechanical, Electrical, or Marine Engineering.
Aircraft Mechanics.—Aeronautical or Mechanical Engineering.
Aircraft Propellers.—Aeronautical or Mechanical Engineering.
Aircraft Fabric Work.—Aeronautical or Textile Engineering; Vocational Education; or Industrial Arts.
Aircraft Sheet Metal Work.—Aeronautical or Mechanical Engineering; In-

(Continued on Page 21)

THE COUNTY OF NASSAU

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The Country has foreclosed and taken title to thousands of Parcels, Located in Every Section of the County—

TERMS OF SALE: The title to be conveyed will be a good and marketable title in fee simple. It will be fully warranted by the County and will be free and clear of all encumbrances except the following:—(a) Zoning restrictions of the community within which it is located. (b) Restrictive covenants appearing on record. (c) Taxes becoming a lien after September 30, 1940. (d) If situated in School District 28 of the Town of Hempstead, School District taxes. (e) If located in an incorporated village, such claims for taxes and assessments as the incorporated village, may be able to establish thereon. Further terms of sale in catalogue described below.

THE TITLE GUARANTEE AND MORTGAGE COMPANY has made a special rate for guaranteeing titles to purchases at this date.

THE SALE WILL TAKE PLACE AT THE AUDITORIUM, POLICE HEADQUARTERS, MINEOLA, LONG ISLAND, AT 2 P. M., ON

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 - 1834 Broadway (Columbus Circle)
 - 1472 Broadway (Times Square)
 - 15 Park Row (Downtown)
 - 554 Atlantic Ave. (Brooklyn)
- By writing to Eugene R. Hurley, 194 Old Country Road, Mineola and enclosing 60c to cover cost and postage.

Apply Now for Excellent N. J. Exams

(Continued from Page 20)
 Industrial Arts; or Vocational Education.
Aircraft Welding.—Metallurgical, Mechanical, or Aeronautical Engineering; Industrial Arts; or Vocational Education.
Heat Treating.—Metallurgical, Mechanical, or Aeronautical Engineering; Industrial Arts; or Vocational Education.
Parachutes.—Aeronautical Engineering; Industrial Arts; or Vocational Education.
Air Corps Fundamentals.—Business Administration.
Special provisions: In the event of substitution of education in Vocational or Industrial Arts for the optional branches of Aircraft Sheet Metal Work, Aircraft Welding, Aircraft Fabric Work, Heat Treating, and Parachutes, applicants must show six months of experience. In all other cases substitution of education for experience may be made up to a maximum of four years in all optional branches except Air Corps Fundamentals, in which substitution may be made up to a maximum of two years.
Additional requirements: There are no additional requirements for Junior Instructor grade. Applicants for the higher grades must show the following experience as shop foreman or instructor of shop subjects: Assistant Instructor—one year of experience, six months of which must have been in the option applied for; Associate Instructor—two years of experience, one year of which must have been in the option applied for; Instructor—three years of experience, 18 months of which must have been in the option applied for.
Weights
 Applicants will be rated on their experience and fitness on a scale of 100.
Senior Inspector, Powder and Explosives, \$2,600

Inspector, Powder and Explosives, \$2,300
Associate Inspector, Powder and Explosives, \$2,000
Assistant Inspector, Powder and Explosives, \$1,800
Junior Inspector, Powder and Explosives, \$1,620
File until further notice. Age limits: 53. Applicants must be in sound physical condition.
Duties
 To inspect and test at arsenals or commercial laboratories, powder and/or explosives to determine compliance with and acceptability under specifications; to prepare inspection reports.
Requirements
Education: except for certain substitutions applicants must show 18 hours of college credit in organic chemistry.
Substitution: Applicants may substitute one additional year only of the experience specified in (a) or (b) below for nine semester hours of the required credit in organic chemistry.
Experience: There are no additional requirements for the Junior grade. Applicants for Senior Inspector must have had two years, for Inspector, 18 months, for Associate Inspector one year, and for Assistant Inspector six months of experience in either (a), (b), or (c) as follows:
 (a) analytical work in chemical laboratory; (b) inspection of powder and/or explosives; and (c) any time-equivalent combination of (a) and (b).
Weights
 No written test will be given. Applicants will be rated on their experience, education and general fitness on a scale of 100.

Appeals Examiner
 Salary: \$3,000. Vacancy, Unemployment Compensation Commission. Open to men and women. File by September 18.
Duties
 To act as representative of the Unemployment Compensation Commission on an appeal tribunal; meet with representatives of labor and industry on an appeal tribunal for the purpose of reviewing appeals of claimants.
Minimum Qualifications
 Graduation from college, and 5 years of progressive experience in a business, industrial or professional field, involving work in industrial or public relations, placement, social service, accounting or administration, at least three of which shall have been in a responsible supervisory position dealing with social and economic problems, or (2) some similar and equivalent combination of education and experience; knowledge of the Unemployment Compensation Law and the Federal Social Security Act; knowledge of administrative law and the technique used by advisory boards.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").
Junior Assistant Forester
 Salary: \$1,800 to \$2,200. Vacancy, Department of Conservation and Development. File by September 18.
Duties
 To perform technical forestry work in connection with the activities of the Department in the conservation and development of New Jersey forests and shade trees.
Minimum Qualifications
 Graduation in forestry from an approved college; or some other similar combination of education and experience; thorough knowledge of silviculture, forest management and forest engineering.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").

Scope of Test
 Education, experience and fitness; Educational and special subjects.
Director of Occupational Therapy
 Salary, \$1,800, plus maintenance. Vacancy, State Hospital at Marlboro. Open to men and women. File by September 25.
Duties
 To have charge of and be responsible for the occupational therapy in a State institution. Typical Tasks: Organizing and instructing classes in occupational subjects; making special studies of the behavior of patients; conferring with physicians as to patients' progress; keeping records and making reports; requisitioning supplies.
Minimum Qualifications
 (1) Graduation from a recognized school of occupational therapy, at least five years practical experience in occupational therapy work, some of which shall have been in a supervisory capacity, and one year of which shall have been in the occupational therapy department of a mental disease hospital or as an interne in a mental hospital prior to graduation, or (2) some other combination of education and experience of equal or greater length; ability to lay out work for others; sympathetic understanding of the mentally sick; sound physical condition.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").
Assistant Institutional Trade Instructor (Soap Mfr.)
 Salary: \$1,440 to \$1,800. Vacancy, State Use Division, State Prison. File by September 25.
Duties
 To assist with the production of the soap manufacturing plant; to assist with the custody, discipline, industry and instruction of inmates assigned to the soap manufacturing plant.

Minimum Qualifications
 Graduation from a standard high school, at least five years of experience in the manufacture of soap, or some other combination of education and experience of equal or greater length; knowledge of chemistry and technique of the manufacture of soaps and allied products; ability to instruct, and work with inmates.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subjects (See "Duties").
Assistant Sanitary Engineer
 Salary: \$2,400 to \$3,000. Vacancy, Department of Health. File by September 25.
Duties
 Assisting in inspection of operation of sewage disposal plants; collecting and forwarding to the laboratory of the Health Department samples of sewage effluents, potable waters, and water from streams;
 (Continued on Page 22)

New Jersey Tests

For applications, write to the New Jersey Civil Service Commission, State House, Trenton, N. J. Applicants must be New Jersey residents.

Associate in Water and Sewage Research
 Salary: \$3,000. Vacancy, Agricultural Experiment Station. File by September 18.
Duties
 To make chemical, biological, or emergency studies on sewage disposal, stream pollution and water purification; to keep records and interpret the results of investigations, and to perform related work as assigned.

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Assistant in Water and Sewage Research
 Salary: \$1,860. Vacancy, Agricultural Experiment Station. File by September 18.
Duties
 To assist in making chemical studies and analysis in sewage disposal, stream pollution and water purification, and to perform other work as required.
Minimum Qualifications
 Graduation from a college or university with a major in sanitary chemistry or sanitary engineering, at least one year of experience in work involving the practical application of chemistry to sewage disposal and water purification, or some other combination of education and experience in sanitary chemistry of equal or greater length; thorough knowledge of the methods and technique of research in organic chemistry; good physical condition.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").

Inspector of Eggs
 Salary: \$1,440 to \$1,800. Vacancy, Department of Agriculture. File by September 18.
Duties
 To inspect eggs offered for sale in New Jersey through wholesale and retail channels on the basis of standards set up under the New Jersey egg law, and to perform other related work as required.
Minimum Qualifications
 Graduation from a standard high school, one year of practical experience in egg candling and grading, or some other combination of education and experience of equal or greater length; thorough knowledge of the New Jersey Fresh Egg Law; New Jersey and United States standard grades, and methods of inspecting and grading eggs; good judgment; initiative; resourcefulness; carefulness; sound physical condition with no disabling defects.
Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").
Principal File Clerk
 Salary: \$1,740 to \$2,160. Vacancy, Unemployment Compensation Commission. Open to men and women. File by September 24.
Duties
 To have charge of a section of the central filing system.
Minimum Qualifications
 Either (1) education from standard high school, supplemented by special course in filing and four years of experience involving responsible filing duties, or (2) some similar and equivalent combination of education and experience of equal or greater length; knowledge of modern filing methods and techniques; supervisory ability; good judgment; resourcefulness; good physical condition.

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|----------------------|-----------------------------------|---------------------------------------|
| 21 | 1.78 | .89 |
| 25 | 1.96 | .98 |
| 30 | 2.25 | 1.13 |
| 35 | 2.62 | 1.31 |
| 40 | 3.11 | 1.56 |
| 45 | 3.77 | 1.89 |
| 50 | 4.69 | 2.35 |
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A COLONIAL HOUSE IN THE AMERICAN TRADITION

(Continued from Page 21)
 assisting in investigating stream pollution and complaints; assisting in making bacteriological and chemical tests on water and sewage plant effluents; examining and reporting upon plans and specifications for water and sewage treatment plants; to prepare from field notes water shed maps from a sanitary standpoint.

Minimum Qualifications
 Graduation from a college or university with a B.S. degree in engineering and specialization in sanitary engineering, chemistry and bacteriology, two years of experience in sanitary engineering work, or (2) some other combination of education and experience of equal or greater length; knowledge of methods of operation and control of sewage disposal plants; knowledge of map drafting and surveying desirable; ability to make investigations and write comprehensive reports on the same; ability to prepare charts and graphs.

Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").

District Supervisor, (Transfer Inheritance Tax)

Salary, \$1,500. Vacancy, Transfer Inheritance Tax Bureau, State Tax Department. Open to men. File by September 25.

The District Supervisor will be required to maintain at his own expense, telephone, stenographic and office accommodations, equipment and supplies near the Court House in New-ton.

Minimum Qualifications
 Graduation from a standard high school, three years of responsible experience in an ex-

ecutive capacity in business, preferably in the real estate business, or (2) some other combination of education and experience of equal or greater length; thorough knowledge of the Transfer Inheritance Tax Law; thorough knowledge of local real estate values and other local conditions.

Additional Desirable Qualification: Graduation from a law school of recognized standing; admission to the bar of the State of New Jersey.

Scope of the Test
 Education, experience and fitness; Oral interview; Questions on the duties of the position.

Public Health Nurse

Salary: \$1,500 to \$1,800. Vacancy, State Department of Health. File by September 21.

Minimum Qualifications
 Graduation from a standard high school, completion of a course in a nurses' training school of recognized standing, at least six weeks of instruction in public health nursing in one of the recognized Public Health Nursing courses desirable, one year of experience in public health work, special training or experience in communicable diseases desirable, or some other combination of education and experience of equal or greater length; registration or eligibility for registration as a nurse under the laws of New Jersey; thorough knowledge of medical, surgical, obstetrical, pediatric and communicable disease nursing technique; ability to meet and work with people; ability to address groups on health problems; emotional stability; initiative; neatness; accuracy; pleasing personality; discretion; resourcefulness; good judgment; good physical strength and endurance.

Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").

Head Dairyman

Salary: \$1,800 to \$2,160. Vacancy, Home for Feeble-minded, Vineland. File by September 21.

Duties
 To be in charge of and responsible for the operation of the dairy.

Minimum Qualifications
 Graduation from high school, completion of an agricultural course from a college or university of recognized standing, five years of experience in responsible charge of a large dairy herd, or some other combination of education and experience of equal or greater length.

Scope of the Test
 Education, experience and fitness; Oral interview; Special subject (See "Duties").

Watchman

Salary: \$1,080 to \$1,440. Vacancies, Labor Department and Purchasing Department. File by September 21.

Minimum Qualifications
 Graduation from grammar school, one year of experience in institutional, police, military or naval service desired; or education and experience as are considered as fully equivalent. Physical fitness.

Scope of the Test
 Physical examination; Education, experience and fitness; Oral interview; Written test of knowledge of the duties of the position.

Veterinarian

Salary: \$2,400. Vacancy, Bureau of Health, Department of Public Works, Newark. File by September 18. Preference

BULLETIN BOARD

Climbers, Pruners-Talk Temporary Work

The Climber and Pruners Eligible Association will hold a meeting on Tuesday, September 24 at Germania Hall, 16th St. and 3rd Ave. at 8 p.m. There will be discussions on temporary employment, according to John Kulick, secretary of the group, who has urged all members to attend.

First General Mass Meeting of Attendants

The first general mass meeting of the Watchman - Attendant, Grade 1, Eligible Association will be held Friday, September 20 at

will be given candidates in this test who have resided in Newark for at least 12 months immediately preceding the announced date for this test. Applicants must file their required license at the time of filing application.

Minimum Qualifications
 Graduation from a college or university in veterinary medicine and surgery. At least five years of experience in the diagnosis and treatment of diseased animals, or some other combination of education and experience of equal or greater length; possession of a license to practice veterinary medicine in New Jersey, issued by the Veterinary Medical Examining Board.

Scope of the Test
 Education, experience and fitness; oral interview; Special subject (See "Duties").

8 p.m. in Germania Hall, 16th St. and Third Ave., Manhattan.

All eligibles have been urged to attend by Edward G. Weber, president of the Association. According to Weber all members should be present with their dues cards. At the meeting answers to questions concerning appointment possibilities will be made. A well-known guest speaker will address the group.

Correction Officers To Hear Salary Reports

The regular monthly meeting of the Correction Officers Benevolent Association will be held Tuesday, September 17 at 8 p.m. at the City Court House, 52 Chambers St., Manhattan. At the meeting the legislative committee will report on the results of activities during the summer months. Reports will also be made on a survey of the salaries of Prison Officers throughout the country and statistical studies in connection with the proposed three-platoon system.

S. P. Eligibles Meeting On Friday

The Special Patrolman's Eligible Association (list No. 2) will meet Friday, September 20 at 8 p.m. at the Washington Irving High School, 15th Street and Irving Place, Manhattan. All members have been urged to attend. Information concerning the meeting can be secured from Nathan Goldstein, 135 Broadway.

Delegates to Report To AFL Technical Men

The next regular meeting of the Technical Engineers' Union, Local 65 of the New York Civil Service Engineers and Inspectors' Association, will be held on Wednesday, September 18 at the World Building, 63 Park Row, Manhattan. The meeting is scheduled for 6 p.m.

Delegates Charles Vanhorn and Thomas Kelly will report on actions taken at the State Federation of Labor Convention in Niagara Falls in endorsing the following resolutions: establishment of citywide seniority as protection of tenure of service of engineers; Unemployment Insurance for public employees; restriction of private architects; credit toward retirement for time on preferred lists; equalize working conditions and salaries of independent agencies; establishment of the five-day week; and protection of public employees conscripted for military or naval duty.

Reports of conferences with city officials in the Union's campaign to provide sufficient transfers by seniority choice to avert layoffs in the Board of Transportation, Public Works and other departments will also be presented. According to officials of the Union, a total of 500 positions must be found to meet the problem presented by the threatened layoffs.

Fite Commission Hearings Begin

Two meetings, first of seven public hearings on ways and means to bring under Civil Service 150,000 employees in governmental units throughout the State, will be held Wednesday and Thursday in Syracuse and Utica respectively. Wednesday's meeting is at the Hotel Syracuse, the Utica meeting at the Hotel Utica. Both start at 10 a.m.

Assemblyman Emerson D. Fite is chairman of the legislative commission conducting the hearings.

Meetings are scheduled for New York on October 9, and in Albany on October 15.

Other Bulletin Board items on Page 24.

USED CAR GUIDE
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| '36 PACKARD 120 Coupe | 295 | '38 FORD Fordor Sedan | 425 |
| '36 DODGE 4-Door Sedan | 295 | '39 PLYMOUTH 2-D. Sedan | 525 |
| '37 CHEVROLET Mast. Town Sed. | 325 | '38 BUICK Century 4-D. Sedan | 595 |
| '36 PACKARD 120 Touring Sedan | 345 | '38 PACKARD 120 Conv. Sedan | 625 |
| '37 DODGE Coupe | 345 | '39 PACKARD 8 2-D. Trg. Sedan | 695 |
| '36 BUICK "81" Touring Sedan | 375 | '40 PACKARD 6 2-D. Trg. Sedan | 745 |
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| '34 Pontiac Trunk Sedan | \$145 |
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| '38 Chrysler Trunk Sedan | 445 |
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| '37 Buick "40-C" Conv. Sed. | 475 |
| '38 Buick "81" 4-D. Tr. Sed. | 595 |
| '38 La Salle Trunk Sedan | 645 |
| '39 Buick "41" 4-D. Tr. Sed. | 745 |
| '39 Buick "81" Trunk Sedan | 795 |
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| '40 Pontiac Trunk Sedan | 825 |
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| '40 Buick "41" 4-Dr. Tr. Sed. | 895 |
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| '35 CHRYSLER Trg. Sedan | 110 |
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| '37 FORD Trg. Sedan | 195 |
| '36 PLYMOUTH Sedan | 195 |
| '36 PACKARD Trg. Sedan | 195 |
| '36 OLDSMOBILE Trg. Sedan | 225 |
| '37 CHEVROLET Trg. Sedan | 265 |
| '38 FORD Trg. Sedan | 275 |
| '37 LINCOLN ZEPHYR | 335 |
| '37 CHRYSLER Conv. Sed. | 345 |
| '38 DE SOTO Trg. Sedan | 365 |
| '38 DODGE Trg. Sedan | 395 |
| '38 CHRYSLER Trg. Sedan | 395 |
| '38 OLDSMOBILE Trg. Sed. | 425 |
| '37 CADILLAC Conv. Coupe | 495 |
| '38 PACKARD "120" Sedan | 495 |
| '39 MERCURY Conv. Coupe | 645 |
| '39 BUICK Trg. Sedan | 665 |
| '39 PACKARD "6" Sedan | 675 |

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for the trades coming in against the new Ford-Mercurys and Lincoln Zephyrs for 41—so we are listing below some of the fine buys that we are offering.

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| '35 Ford trunk sed., rad. & heater | \$185 |
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| '39 Plymouth deluxe sedan | 565 |
| '39 Ford deluxe sedan | 565 |
| '38 Oldsmobile "6" conv. rad. & he. | 595 |
| '39 Mercury 4 door radio & heater | 645 |
| '38 Lincoln Zephyr sedan rad. & he. | 675 |
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| 1938 DODGE, 4-door trunk sedan, radio, slip covers | \$425 |
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| '36 FORD SEDAN 2-Dr.—Trunk—DeLuxe | 95 |
| '35 PONTIAC SEDAN 4-Dr.—Trk.—Special | 125 |
| '36 DODGE SEDAN 4-Dr.—Trunk—DeLuxe | 185 |
| '37 STUDE. SEDAN 5-Pass—Trunk—Radio | 195 |
| '38 WILLYS SEDAN 4-Dr.—Trk.—Sacrifice | 210 |
| '37 PLYMOUTH SEDAN DeLuxe—4-Dr. Trunk | 285 |

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| '39 LINCOLN-ZEPHYR Sedan | 795 |

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| '35 BUICK Model "61" Sedan | 215 |
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| '38 WILLYS Sedan—Radio | 255 |
| '36 BUICK Model "48" Sedan | 265 |
| '36 LA SALLE Sedan | 295 |
| '37 CHEVROLET Sedan, Town | 325 |
| '38 DODGE Sedan | 435 |
| '38 BUICK Model "47" Sedan | 405 |
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Amusement Parade

By JAMES CLANCY MUNROE

HOLD ON TO YOUR HATS:

For around five dollars you can see Al Jolson and Martha Raye in a better than average musical. Martha Raye is really funny, the girls and costumes are pretty, the music zippy. If you have lots of money and very few interests, this is your dish.

FOREIGN CORRESPONDENT,

Director Hitchcock's current thriller continues to pack them in at the Rivoli. As you should know by now the story concerns the efforts of Joel McCrea, a foreign correspondent, to track down the killers of a Dutch Statesman. Though the plot doesn't hold water much better than a night watchman with weak kidneys, you'll get plenty of thrills and some fine Hitchcock directing.

LUCKY PARTNERS

at Radio City will be followed Thursday, September 19th by THE RAMPARTS WE WATCH, the first full length picture made by the producers of March of Time. Advance publicity bills this picture as an authentic portrayal of America's entry into the first World War with 73 speaking parts filled entirely by people who have never been in the movies before.



GEORGETTE MCKEE AND ROBERT RAPELYE
Keep the home-fires burning in "The Ramparts We Watch," first full-length March of Time, opening Thursday at the Music Hall.

In addition the film will contain excerpts from the Nazi's propaganda film of the Polish campaign "Baptism of Fire." Doubtless this film will maintain the standard set by previous efforts of the March of Time.

RANGERS OF FORTUNE

Is the new film at the Paramount, and Fred MacMurray leads the cast. The stage show at the Times Square cinema palace is a two-studded affair. When Jan Savitt and his band are cooling off the instruments, you'll be listening to the rhythmic arrangements of those Andrews Sisters. WE WHO ARE YOUNG (MGM) is the one film this week worth your attention. It is the old plot found in SATURDAY'S CHILDREN

of a young couple struggling to make their marriage a go in the face of poverty and hardship. The two kids, Lana Turner and John Shelton, do a nice job in the face of too-sentimental directing, but you'll like it unless you haven't softening of the heart.

AT BORDEWICK'S

A new revue is being presented at Bordewick's, on the Bronx River Parkway, Tuckahoe, New York, which features a very excellent Ballroom team, Maurice and Maria. Young and good looking, these folks are going far. The Guy Martin girls present several well staged and colorful numbers making the entire show a most interesting one.

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: Report on final key has been submitted to the Commission.

Architectural Assistant, Grade 2: Rating of the written test and final experience completed.

Administrative Assistant (Welfare): Rating of Part 1B is nearing completion.

Automobile Engineman: Rating of the written test is more than 50% completed.

Assistant Engineer, Grade 4: Rating of the written test completed. The experience oral test will probably be given late this month.

Baker: Protests to tentative key are being reviewed.

Clerk, Grade 2 (Board of Higher Education): The report on the final key has been submitted to the Commission.

Cook: Protests to tentative key are being considered.

Court Stenographer: The report on final key answers has been submitted to the Commission.

Engineering Assistant (Electrical) Grade 2: Rating of the written test completed. The experience rating has begun.

Elevator Mechanic's Helper: Final ratings are being computed.

Housepainter: The practical tests have been completed. The physical tests have also been completed.

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

Jr. Engineer Sanitary Grade 3: Key answers have been approved by the Commission. Rating of Part 1 has begun.

Jr. Engineer (Civil) (Housing Construction), Grade 3: Rating of the written test completed. Rating of the final experience in progress. The experience interview tests begin Sept. 19th.

Maintainer's Helper, Groups A, B, C and D: Protests to tentative key are being considered.

Management Assistant (Housing) Grade 3: Rating of written

test will be completed shortly.

Management Assistant (Housing) Grade 4: Rating of Part 2 in progress.

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

Office Appliance Operator: The practical tests will be resumed this Tuesday.

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

Playground Director (Female): Rating of the written test will be completed shortly.

Research Assistant (City Planning): The rating of the written test in progress.

Sanitation Man, Class A: The physical and medical tests will be completed on September 16th. Coordination tests will continue until October 11th.

Stenographer (Law) Grade 2: Report on key answers submitted to Commission.

Structure Maintainer: The report on the final key is being prepared for the Commission.

Title Examiner, Grade 2: The rating of the final experience will be completed shortly.

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

PROMOTION

Assistant Engineer, Grade 4 (City Wide): Rating of the written test completed. The experience oral test will probably be given this month.

Clerk, Grade 3: Rating of the written test now in progress.

Clerk, Grade 4: Same as above.

Lieutenant (Fire Dept.): Rating of Part 2 nearing completion.

Stenographer-Typewriter, Grade 2 (City Wide): Rating of the dictation test will be completed soon.

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

LABOR CLASS

Climber and Pruner: The practical tests will be held this Tuesday and Wednesday.

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.

- Accountant, Gr. 2—Last number appointed, 125.
- Architectural Draftsman, Gr. 4 — Last number certified, 27.
- Assistant Chemist (for appropriate appointment)—Last number certified, 36.
- Assistant Engineer, Gr. 4 (promotion)—N.Y.C. Tunnel Authority, \$4260, probably permanent, Last number certified, 6.
- Assistant Gardner—Dept. of Parks, \$5.50 per day, not to exceed 3 months. Last number certified, 965.
- Assistant Physiologist—City College of N. Y., \$2000, probably permanent. Last number certified, 36.
- Assistant Supervisor, Gr. 2—Last number appointed, 617.
- Associate Asst. Corp. Counsel, Gr. 3—Law Dept., \$2400, temporary. Last number certified, 19.
- Attendant Messenger, Gr. 1—for Process Server, N.Y.C. Housing Authority, \$1500, temporary Last number certified, 196.
- Auto Truck Driver (for appropriate appointment)—Last number certified, 26670.
- Bookkeeper, Gr. 1—Last number appointed, 805.
- Borough Superintendent (Div. of Bldgs.)—Last number certified, 8.
- Cement Mason—Last number appointed, 3.
- Clerk, Gr. 2—(1) Health Dept., \$840. Last number certified, 3104. (2) Civil Service Commission (male), \$840, not to exceed 6 months. Last number certified, 4167. (3) NYC Housing Authority, \$840, probably permanent. Last number certified, 3899. (4) Health Dept., \$840, probably permanent. Last number certified, 4364. (5) Dept. of Hospitals, \$600 with maintenance, probably permanent. Last number certified, 4574. (6) Dept. of Hospitals (male), \$840, probably permanent. Last number certified, 3986. (7) Dept. of Hospitals and Housing Authority, \$840, temporary. Last number certified, 3470. (8) Law Dept., \$1200, temporary. Last number certified, 667. (9) Dept. of Hospitals, \$1200, temporary. Last number certified, 1106. (10) Dept. of Hospitals, \$1200, temporary. Last number certified, 1223.
- Court Attendant—Last number appointed, 88.
- Dock Builder—Dept. of Docks, \$11.20 per day, probably permanent. Last number certified, 27.
- Elevator Operator—(1) Dept. of Public Works, \$1200, 3 vacancies. Last number certified, 199. (2) Bd. of Education (female), \$1200, probable permanent. Last number certified 36. (3) Dept. of Hospitals, \$860, probably permanent. Last number certified, 758.
- Engineering Inspector, Gr. 4 (promotion), Bd. of Water Supply—Last number certified, 24.
- Fingerprint Technician, Gr. 1—Civil Service Commission, \$1500 Last number certified, 28.
- Fireman, F. D.—Last number certified for temporary appropriate appointment, 4089.
- Foreman Paver (Citywide promotion)—B. P. Manhattan, \$14.20 per day. Last number certified, 3.
- Inspector of Foods, Gr. 2—Last number appointed, 77.
- Inspector of Masonry and Carpentry, Gr. 3—Last number appointed, 31.
- Janitor (Custodian), Gr. 3—Dept. of Health, for Grade 1 at \$1440 and \$1740, 9 vacancies Last number certified, 52. (2) Dept. of Welfare, for Asst. Supt., probably permanent, at \$1800. Last number certified, 42.
- Junior Electrical Engineer (RR), Gr. 3—Bd. of Transportation, \$2160, probably permanent. Last number certified, 106.
- Laboratory Assistant (Bacteriology)—Last number certified for permanent appointment, 54; last number for temporary appointment, 115.
- Laboratory Helper—Dept. of Hospitals, for Laundry Worker at \$780. Last number certified, 326.
- Law Clerk, Gr. 2—Law Dept., for Law Assistant, Gr. 2 at \$1800, temporary. Last number certified, 51.
- Licensed Fireman—Dept. of Sanitation, \$7 per day, probably permanent. Last number certified, 36344.
- Life Guard (men)—Last number appointed, 286.

- Lineman (promotion)—Fire Dept., \$9 per day, probably permanent. Last number certified, 3.
- Machinist—Last number certified, 15.
- Marine Oiler—Last number certified, 22.
- Medical Inspector, Gr. 1—(1) Tuberculosis list, Health Dept., \$5 per session, probably permanent. Last number certified, 49. Last number appointed, 37. (2) Obstetrics list, Last number appointed, 5. (3) Pediatrics list, Last number appointed, 23. (4) Venereal Disease list, Last number certified, 60.
- Pharmacist—Last number appointed, 28.
- Playground Director—(1) Female, temporary service. Last number appointed, 207. (2) Male, temporary service. Last number appointed, 84.
- Policewoman—For appropriate appointment. Last number certified, 108.
- Porter—(1) Housing Authority, \$1020. Last number certified, 785. (2) NYC Housing Authority, for Fireman (oil burner) at \$1200, probably permanent. Last number certified, 2232.
- Resident Physician (promotion), Gr. 2—Dept. of Correction, for Physician, Gr. 1 (male), at \$1500, probably permanent. No. 1 certified.
- Probation Officer, Domestic Relations Court—Last number appointed, 60.
- Public Health Nurse, Gr. 1—Last number certified for temporary appointment, 252.
- Special Patrolman—Last number appointed, 58.
- Station Agent, Gr. 2—Last number appointed, 847.
- Stenographer and Typewriter, Gr. 2—(1) NYC Tunnel Authority (male), \$1200, 3 vacancies. Last number certified, 1489. (2) Dept. of Hospitals, for Grade 1 at \$980, probably permanent. Last number certified, 1408. (3) Domestic Relations Court, \$1200, temporary. Last number certified, 1287. (4) Bd. of Higher Education, for Stenotypist at \$1500, temporary. Last number certified, 1502.
- Stenographer, Gr. 3—Law Dept., for Stenotypist, \$1,500, not to exceed 1 month. Last number certified, 20.
- Stock Assistant (Promotion)—(1) Bd. of Education, \$1,200, probably permanent. Last number certified, 6. (2) citywide list, Dept. of Hospitals, \$774 with maintenance, probably permanent. Last number certified, 60.
- Superintendent (Cold Storage Plants)—Dept. of Markets, \$2,400, temporary. Last number certified, 19.
- Telephone Operator, Gr. 1—(1) Civil Service Commission, \$960, probably permanent. Last number certified, 28. (2) Dept. of Health, \$1,200, temporary. Last number certified, 32.
- Typewriting-Copyist—Bd. of Transportation, \$960, 8 vacancies. Last number certified, 2400.
- Watchman-Attendant, Gr. 1—Dept. of Hospitals, for Mortuary Caretaker, \$1,200, temporary. Last number certified, 749.

RADIO CITY MUSIC HALL
50th Street & 6th Avenue
Starts Thursday, Sept. 19
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A New Kind of Feature Picture Produced by the March of Time
Distributed by RKO-Radio Picture
GALA STAGE REVUE
SYMPHONY ORCHESTRA
1st Mezz. Seats Reserved - CL6-4600

TOMORROW (WED. SEPT. 18)
"RANGERS OF FORTUNE"
with FRED MACMURRAY
PATRICIA MORISON
ALBERT DEKKER
IN PERSON AND
JAN SAVITT BAND
JERRY LESTER
ANDREWS SISTERS
PARAMOUNT
TIMES SQUARE

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FLOOR SHOWS EVERY FRIDAY, SATURDAY, SUNDAY
NO COVER CHARGE EVER
All Social Functions Graciously Arranged—Private Dining Rooms

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Faultlessly arranged.
\$1.50 per person, Music-Dancing included. A portrait of the bride presented with our compliments.
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CAFE LOYALE 5th AVENUE at 43rd STREET

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Here is VALUE which speaks for itself
Every room with a RADIO, private bath, circulating ice water. IN TIMES SQUARE!
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Friendly Service
For CIVIL SERVICE EMPLOYEES
\$7⁷ STYLES
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White single vision lenses in any strength, your eyes require, made only upon your own prescription.
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COMMUNITY IS THE PLACE TO BUY YOUR EYEGLASSES
Friendly service that will suit your special needs, dependable quality and a lower price make Community the ideal place to get YOUR glasses. Visit the home of eyeglass happiness that has served so many civil service employees so well.
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JAMAICA: 161-19 JAMAICA AVE.
NEWARK: BROAD and MARKET STS.
PAT-ERSON: MAIN and ELLISON STS.
ELIZABETH: 1140 E. JERSEY ST.
All Offices 1 Flight Up—Open 10 a. m.

Practical Tests for Appliance Operators

Practical tests will be resumed Tuesday, September 17 for eligibles on the Office Appliance Operator, Grade 2 list, the Municipal Civil Service Commission announced this week. Notices have been mailed to 159 candidates who stated that they wished to be tested on the Remington Rand Bookkeeping Machine. Fifty-one candidates were notified to appear on September 1 and 54 each on September 18 and 19. They will take the tests in Room 100, Municipal Building, Chambers St.

When the previous test for this machine was held, 174 persons were summoned. Of this total, 70 appeared, but only 10 qualified. There are still some 45 vacancies for operators of the Remington Rand Bookkeeping Machine.

Must Be Qualified

Officials of the Civil Service Commission issued a warning that only qualified operators will be able to pass the practical test. Candidates who fall will not be given another chance on this machine, but will be tested on others as vacancies occur.

The Commission has completed arrangements to start practical tests for the Felt and Tarrant Comptometer and Burroughs Calculator machines in about two weeks. There are 15 vacancies for operators of these machines.

Meantime, practical tests continue for IBM Accounting and Key-punching machines.

Transit Workers Lose Positions

40 employees of the Transit Commission, whose jobs were abolished on July 1 when the Commission moved from the State to the city's jurisdiction, were finally dropped over the week-end. They now go on preferred lists in the State Commission, and get first call for future jobs in their titles.

The list was originally twice the size, but many were transferred to other State and city departments.

Telephone Operator Eligibles Meet

The newly formed association of eligibles on the Male Telephone Operators list will meet at 8 p.m. Wednesday in Room 600, 3 Beekman street. All eligibles on the list are invited.

An executive committee session will precede the meeting at 7 p.m. Reports will be heard from individuals appointed to (1) contact a lawyer, (2) see Commissioner Valentine concerning Police Department appointments and (3) petition the Civil Service Commission for an open hearing.

The organization, which was formed last week, is completely independent, according to vice-president Salvatore Ferro. President is Roger J. O'Mara, who is No. 1 on the list.

Gardener Eligibles

The first general meeting of the Assistant Gardener Eligibles Association will be held Monday, September 23 in the auditorium of Washington Irving High School at 8 p.m. All eligibles have been urged to attend by William T. Mickens, president of the group.

Regular Meeting Of Fire Eligibles

The next regular meeting of the Fire Eligibles Association will be held on Friday, September 27 in the auditorium of P.S. 27, 42nd St., near 3rd Ave. The meeting is scheduled for 8:30 p.m. All eligibles have been urged to attend by Secretary Joseph J. Nicols.

Sanitation Rout Police In Annual Baseball Game

While his fellow White Wings collected eleven well-placed and timely hits, Frank Nekola kept enemy bats silent to give the Department of Sanitation an easy 8-to-1 victory over the Police Department last Sunday at the Yankee Stadium. A throng of 46,917 enthusiastic fans sat in on this fourth annual game for the Sanitation Welfare Honor Relief Fund.

Nekola allowed seven scattered hits, losing a deserved shutout when an odd ground-rule double and an error gave the Cops a run with one out in the ninth inning. Only on one other occasion, in the second, did the Police have a scoring opportunity but this was doomed when a beautiful throw from right field by Eddie Boland to catcher Bill Salomone caught Johnny Buthmann, coming home from second, by ten feet.

To Manager Jack Farrell and

his lads, this was the third straight triumph in the four-year-old Welfare Fund series. The lone Police victory came in the opening game in 1937.

The second largest crowd ever to see the contest was on hand. Incidentally, the prediction of Harry R. Langdon, Treasurer of the Welfare Fund and manager of the ticket sale, bore fruit. In published reports before the game, he predicted 45,000. His estimate was less than 2,000 off.

Health Service Begins Operation

Formal launching of the Associated Health Foundation, 57 W. 57th Street, New York City, only non-profit organization in the city licensed, supervised and approved by the State Department of Insurance and Board of Social Welfare, is soon to take place for Civil Service employees.

The first news of the service was contained in a letter to members of the New York Chapter of the Association of State Civil Service Employees by J. Earl Kelly, president.

The Foundation, which came into existence through special legislation, offers to all Civil Service workers earning less than \$3,000 a year, virtually complete and unlimited medical, surgical, X-ray and laboratory care in the home, the doctor's office, or the hospital. Cost to employees is five cents a day. Members have free choice of all participating physicians.

Numbered among the members of the Associated Health Foundation are: Dr. Shirley W. Wynne, Alfred McCosker, of the Bamberger Broadcasting System, the Rev. Dr. Robert W. Searle, Secretary of the Greater New York Federation of Churches, and Harry Hershfield.

Hodson Lauds Guardsmen

William Hodson, Commissioner of Welfare, expressed the appreciation of the city to the first group of National Guard members of the Department of Welfare who are leaving their jobs for service with the United States Army in a special ceremony last weekend.

Sixteen members of this initial contingent gathered at 902 Broadway, Manhattan, the central offices of the Welfare Department, where Commissioner Hodson greeted them and wished them well.

The men were mobilized Monday, September 16, and joined their regiments at Sandy Hook and Fort Dix, N. J. and Virginia Beach, Va.

New U.S. Test

Junior Communications Operator
(High Speed Radio Equipment) \$1,620

Place of employment: Signal Service at Large, War Dept., Second Corps Area. File by October 15. Age limit: 48 years.

Requirements

Two years experience as radio operator in commercial or government communications work (not radio broadcast), which included at least 6 months experience in the operation of high-speed radio communication equipment as follows: (a) reading and transcribing to typewriter syphon recorded tape in Continental Morse code at 50 words a minute. (b) operating transmitting perforator at 40 words a minute. (c) copying audio English to typewriter at 40 words a minute and audio code group at 30 words a minute. (d) transmitting messages by hand or bug at 30 words a minute.

City Doctors Heard In Court

Attorney Herman E. Cooper's contention that changing the status of veteran and dentists in the Health Department on per annum to per diem status deprives them of their rights as veterans was heard Friday in Supreme Court before Justice Church. Involved are the cases of Lessem v. Kern and Menn v. Kern, along with a new action of Steibel v. Kern, brought by a nephew of the doctor concerned.

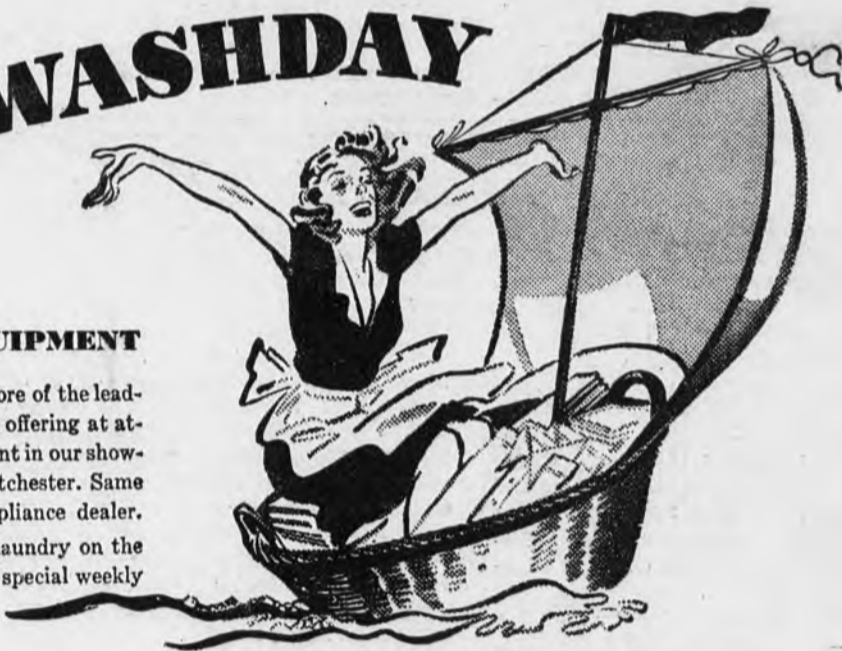
Cooper, who handles the case for non-veteran doctors and dentists as well, plans to appeal a decision against him when the Appellate Division reconvenes.

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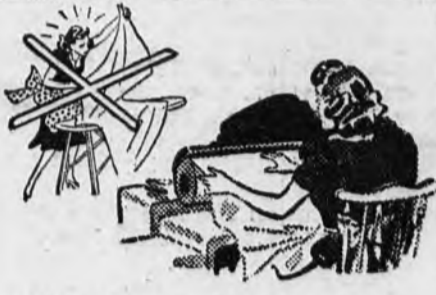
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IRON. Modern lightweight, automatic. Dial right heat for each fabric. These irons heat quickly and are easy to use. A "must" in every home.

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