

Civil Service LEADER

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Tuesday, August 30, 1959

F HENRY GALPIN
P O DRAWER 125
CAPITOL STATION
ALBANY 1 N Y

Professional Correction Career

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Prisoners Faring Better Than Guards In Facilities

A policeman's lot is not a happy one, says the Gilbert and Sullivan ditty, and Sing Sing Prison correction officers are complaining that it is not a very sanitary one, either. Their colleagues at Clinton Prison and Napanoch Institute agree.

The grievance is that while prisoners have full sanitary facilities no matter where they are, the men assigned to watch them are often confined to guard posts with no plumbing facilities.

At various meetings with the State Correction Commissioner, employees have directed attention to this serious personnel and sanitary problem but to date no

attention has been paid to their complaints.

As a result, the Civil Service Employees Association has taken the matter on as a grievance, filed in the name of Frank M. Leonard, a correction officer at Sing Sing Prison.

The Employees Association has written William E. Leonard, Deputy Correction Commissioner, requesting a hearing date in which to give the employees concerned a chance to appear and give details as to the nature of the grievance.

The letter to Mr. Leonard pointed out that in March of 1959, the State Grievance Board ruled in a similar matter brought by Leroy Pine at Gowanda State Hospital.

Seminar to Show Means Of Selling Employees' Ideas to Legislature

A seminar to demonstrate methods by which employee proposals can be more surely brought to the attention of State legislators will be held at 2 p.m., September 10, at Rehabilitation Hospital, West Haverstraw.

Sponsored by the Civil Service Employees Association, the subject of the seminar will be "How to Meet Effectively With Outside Media."

Speakers on the subject will be State Sen. D. Clinton Dominick III, from the Rockland-Orange County 33rd Senatorial District; Harry W. Albright, Jr., CSEA attorney, who will represent the lobbyist approach, and Arthur Hopper, assistant editor of the Nyack Journal News, who will explain the creating of favorable publicity for public employees through news media.

Rehabilitation chapter of the CSEA, of which Mrs. Viola Svensson is president, will serve as hosts for the event.

The program was arranged by Bernard Silberman, chairman of the Employees Association Political Action Committee.

The meeting is open to all CSEA members in the area and is the first of such seminars to be held. They are designed to teach "Legislature relations" to the layman and thus create a wider base of good contact and promotion of public employee welfare through effective contact with the Legislature and the general public.

Shear Heads Pupil Personnel Services

ALBANY, Aug. 29 — Bruce E. Shear is the new director of the Division of Pupil Personnel Services in the State Education Department.

Mr. Shear had been chief of the Bureau of Guidance in the division and he succeeds the late Dr. Francis J. Daly, who died July 13. Starting salary for the post is \$11,734.

Mr. Shear is a national authority in guidance and counseling.

MACHINE OPERATOR CITED



Margaret Molitor, an office machine operator in the registration unit of the Bureau of Professional Licensing Services of the State of New York, is shown receiving a merit award from R. Kille, associate commissioner for Higher and Professional Education. Dr. John Paige, chief of the Bureau of Professional Licensing, looks on.

Insisting On Voice In State Committee On Salary Equalization

ALBANY, Aug. 29 — The Civil Service Employees Association is continuing to insist on having a voice in the special committee to study equalization of State salaries, appointed early this year by Governor Rockefeller.

In a message to the Chief Executive, Joseph F. Peily, president of the Employees Association expressed chagrin over the Governor's failure to get CSEA views on the equalization problem.

Mr. Peily wrote Mr. Rockefeller saying:

The problem of equalization of State salaries which occurred when the State reduced the work week from 48 to 40 hours, has been of increasing concern to our membership.

In 1958 the State embarked on a program that resulted in the implementation of a 40-hour week for institution employees at no reduction in take-home pay. This worthy objective was achieved only with difficulty because of the concomitant fiscal problems. The State failed to adjust all salaries upwards but rather preserved in the 'no loss guarantee' the salaries earned by employees who worked the longer hours with overtime pay.

This has resulted in a most

inequitable situation in the State's salary plan. At the present time there are employees holding the same title who receive varying gross salaries outside the framework of the State's basic pay plan. This seriously violates the principle of equal pay for equal work.

Our Association has brought this matter to the attention not only of your Administration but of previous Administrations and has, in the past, proposed legislation designed to ultimately resolve this problem at least in part.

I must confess that we are somewhat chagrined that no representative of our Association has been afforded an opportunity to sit in with, or to discuss this problem in a preliminary way with the Special Committee which you appointed to study this problem. We understand that this Committee met early in July.

I do not believe I would be truly representing our 88,000 members if I did not formally request that our views be heard in this regard and that we be consulted as to the results and findings of your Committee. You can be assured that we share a mutual interest in this area since

we are equally as anxious as you to eliminate this personnel problem which is also constituting a thorn in our side.

State Correction Official Retires

Francis J. Coty, assistant director in charge of vocational education for the Department of Correction, who is retiring on September 1, was recently honored by 75 Correction Department employees and friends at a dinner party at the Center Inn in Glenside.

Mr. Coty, a member of the Capital District Correction Department chapter of the Civil Service Employees Association, is a veteran of more than 25 years of service in the Department of Correction.

Present to honor Mr. Coty in addition to his co-workers from the Albany Office were five superintendents and other institutional representatives from Great Meadow, Coxsackie, Napanoch, Woodbourne, Walkill, Westfield, Matteawan, Sing Sing and Albion.

Among those paying tribute to Mr. Coty for his many years of devoted service were Commissioner Paul D. McGinnis; Price Chenuit, director of education; and superintendent Donald D. Scarborough of the New York State Vocational Institution, Vito Terrullo, education director at the Coxsackie Institution, who acted as toastmaster, presented Mr. Coty with a bag of golf clubs on behalf of his fellow employees.

All of Mr. Coty's friends wish him the best of happiness and success in his teaching position in Fort Pierce, Florida.

Health Dept. Career Employee Promoted

ALBANY, Aug. 29 — Irving Ovedovitz has been named an associate examiner in the State Health Department's Office of Planning and Procedures. The post pays \$7,818 a year to start.

A career employee, Mr. Ovedovitz has been serving as a senior examiner of methods and procedures for the department. He also served as a senior statistics clerk for the Division of Employment. He is a native of New York City and a graduate of Brooklyn College.

ALBANY JUNIOR COLLEGE MOVING TO NEW CAMPUS

Junior College of Albany, coeducational division of Russell Sage College, has moved from 258 State Street to its permanent campus at 140 New Scotland Ave. The fifteen-acre site, located at New Scotland Avenue and Academy Road, has been purchased from the Albany Home for Children, and will include 7 existing buildings to be renovated for college use.

Shemin Urges All to Get Resolutions to Committee

ALBANY, Aug. 29 — Resolutions that will form the body of the Civil Service Employees Association 1961 legislative program are now being acted on here and Henry Shemin, chairman of the CSEA Resolutions committee, has urged all those who have not sent their resolutions to do so at once.

"Every member of our Association has the opportunity to contribute his thinking to the making of our legislative program through the democratic process of resolutions," Mr. Shemin said.

The committee chairman declared that "if we are going to fight for you we must know what you want and have plenty of time to prepare for the battle ahead. Get those resolutions to us at once."

Salary Study Awaited

Legislative items such as salary increases, working conditions, retirement improvements, work hours, personnel matters and other employee needs will be covered by this resolution program, which will be approved by the hundreds of delegates scheduled to attend the annual meeting of the Employees Association Oct. 4 through 8 at the Concord Hotel, Kiamesha Lake, N.Y.

Action on the salary resolution will await the findings of the CS-

EA Salary Committee, headed by Davis L. Shultes, which this last year developed the program now known as the "Five Point Plan" to boost take home pay. It fattened pay checks for State employees, improved their retirement program and brought many employees into the Retirement System who were unable to participate previously.

Mr. Shemin reminded Association members that resolutions would be received right up to the day of the annual meeting and could also be offered from the floor during the business session.

"However," said Mr. Shemin, "the more time you can give the Resolutions Committee to work on your proposals the more satisfactory job we can do."

Resolutions may be addressed to Mr. Shemin at Association headquarters, 8 Elk St., Albany, N.Y.

Further actions of the Resolutions Committee will appear in coming issues of The Leader.

MEMO ON SMOKING

ALBANY, Aug. 29 — The State Health Department has published a new pamphlet on the relationship between cigarette smoking and lung cancer, entitled: "Memo to Adults About Cigarette Smoking."

IN CITY CIVIL SERVICE

By RICHARD EVANS JR.

10 City Employees Get Higher Titles

Acting Personnel Director Theodore H. Lang's reclassification recommendations for 10 New York City employees were approved last Tuesday, Aug. 23, by the City Civil Service Commission. The employees' new titles will be effective within 15 days of the Commission's action.

The employees, their departments, their old titles and new titles follow: Samuel Kushner, Comptroller, senior accountant (group chief) to supervising accountant; David Tarshis, Finance, senior accountant to senior accountant (group chief); Ralph Lichtenstein, Personnel, personnel examiner to senior personnel examiner (examining); Dorothy Winter, Personnel, personnel examiner to senior personnel examiner (classification); Veronica Boasi, Personnel, personnel examiner to senior personnel examiner (classification); Leo Gruskin, Personnel, personnel examiner to senior personnel examiner (training); Edward Silverberg, Personnel examiner to senior personnel examiner (training); James A. Cavanagh, Budget, principal budget examiner to senior principal budget examiner; James M. Curran, Budget, administrator to senior administrator, and Frank S. Gallari, administrative assistant to administrative associate.

Police Booklet in Spanish for Women

The Police Department today began distribution of a Spanish edition of its public information booklet: "A Message To Women". The booklet, entitled "Un Mensaje a las Amas de Casa," gives a list of do's and don'ts to women confronted with unusual situations, such as precautions to be taken against burglars, muggers and molesters. A portion of the booklet is also devoted to hints for the housewife in protecting children. The booklet emphasizes the need for calm behavior and quick notification of police.

More than 150,000 copies of the pamphlet have already been issued in English. Copies will be available to the public at police precinct station houses throughout the city and to civic and other organizations.

Copies may also be obtained by writing to the Office of Community Relations, 240 Centre Street, New York 13, N.Y.

Full Scholarships Go To City Patrolmen

Two young New York City patrolmen have been awarded full scholarships to Long Island University, Brooklyn. They are Cornelius F. Brosnan, of the Bronx and James J. Cassano, Queens.

Both will attend the university's Brooklyn Center, located on Zeckendorf Campus in the downtown section of Brooklyn, beginning in September. Patrolman Brosnan will study pre-law, while Patrolman Cassano studies physical education. They will remain on

full-time duty with the force and will attend classes either before or after working hours.

They were selected for the scholarships on the basis of written examinations which were open to all members of the force. It is the fourth year that L.I.U. has made the scholarships available. The university also offers scholarships to City employees in other departments.

Firemen Join in School Safety Drive

The Fire Department is cooperating in the City-wide campaign to remind drivers that with schools opening, they must use extra caution to protect the students.

A supply of "School's Open — Drive Carefully" bumper strips and posters have been distributed to division commanders of the New York City Fire Department for distribution to all units.

Bumper strips are to be attached to front bumpers of apparatus and posters will be displayed on bulletin boards in front of company quarters.

NYU Scholarships For City Employees

A limited number of scholarships will again be awarded to City employees this fall for voluntary evening courses under the New York University Municipal Personnel Program, it was announced today by the New York City Department of Personnel.

Several scholarships will be awarded by the Municipal Personnel Society. A new scholarship has been donated by the Municipal Association of Management Analysts, in memory of the late Albert M. Hacker, first president of the Association.

The scholarships are available for courses in such fields as administrative techniques and human relations skills for supervisors, conference leadership, social case work supervision, public housing management, speaking for radio and television, labor relations, and law for inspectors and investigators.

City employees may obtain scholarship applications from the Training Division, New York City Department of Personnel, 299 Broadway, New York 7 (CO 7-8880, Ext. 231). Applications must be returned to the Department of Personnel before September 9.

H.I.P. Hits New Peak; 587,314 Enrolled

Health Insurance Plan (H.I.P.) has reached a total enrollment of 587,314, the highest in its history, according to Arthur T. McManus, the plan's director of enrollment.

The figure includes the recent enrollment of more than 16,000 as a result of a drive among Federal employees in the area.

H.I.P. was one of a number of medical plans throughout the Country approved by the U.S. Civil Service Commission under the Federal Employee Health Benefits Program initiated last spring.

H.I.P. is the largest prepayment plan in the East providing comprehensive medical care, according to Mr. McManus. It offers fully prepaid medical, surgical and specialist care, plus laboratory tests, x-rays, physical therapy and private ambulance service.

AUTOS, new and used. See weekly **advertising columns of The Leader.**

Queens County Needs Law Stenographers From \$5,200

A New York State examination to fill law stenographer positions in the Queens County Supreme Court is now open for the filing of applications.

All candidates must have been residents of Queens County for at least four months preceding the test date of Oct. 29.

Appointments are expected to be made at \$5,200 a year. Three years of legal stenographic experience are required.

Other Requirements

Applicants must also be able to record and transcribe dictation of difficult legal nature presented at 120 standard words a minute, and must have a thorough knowledge of office terminology and equipment and of secretarial procedures.

They must have an advanced knowledge of correct English Usage including grammar, punctuation, capitalization, spelling and vocabulary; and must be thoroughly familiar with legal terminology and routine legal forms.

A written test will be given, as will performance tests in typing and stenography. The number of this exam is 4174.

Full information and application forms are available from the State Department of Civil Service, The State Campus in Albany; or 270 Broadway in New York City; or from local offices of the New York State Employment Service.

Bronx Hospital Has Nursing Jobs Open Now

Positions are available for nursing assistants and registered nurses at the Veterans Administration Hospital, 130 West Kingsbridge Road, Bronx, N.Y., Dr. A. M. Kleinman, manager, announced.

Nursing assistants (licensed practical nurses) start at \$3,760 per year, and applicants must have successfully completed a full-time program of study in practical nursing approved by a legally designated state approving body.

Salaries for registered nurses range from \$4,760 to \$7,560 per year depending on educational qualifications and professional experience. Applicants who have completed a full course leading to a bachelor's degree in nursing education may be appointed at a salary of \$5,600 per year without prior experience.

Applications and additional information for nursing assistants (licensed practical nurses) can be obtained by visiting the Personnel Division at the VA Hospital or by calling Ludlow 4-9000, Extension 217.

For registered nurses, additional information and applications can be obtained by contacting the Chief, Nursing Service at the VA Hospital or by calling Ludlow 4-9000, Extension 277.

MECHANICAL ENGINEER

The New York City Civil Service Commission last week approved a recommendation to postpone the City's tentatively scheduled open competitive and promotion examinations for mechanical engineer (air conditioning), and readvertise in October.

The filing periods were held in July, with the test originally scheduled for October 10.

AWARD FOR HEROISM



Oscar Shelby, a housing caretaker at the New York City Housing Authority's Albany Houses is shown above, right, receiving a \$50 bond and a citation from Authority General Manager Gerald J. Carey. While inspecting the roof of the project building, at 1400 Bergen St., Bklyn., on July 1, Mr. Shelby saw Daniel Hawkins, a tenant, outside the wire safety railing, poised to jump. "Disregarding his own safety," his citation reads, "he seized the tenant and wrestled with him until he had dragged him back over the safety railing." Mr. Shelby has been a Housing Authority employee since 1955.

New Courses Added At Monroe School

The Monroe School of Business in the Bronx has announced the addition of several new courses including Business English Conversation, Preparation for High School Equivalency, Legal, Medical and Spanish Stenography, and the Helena Rubenstein Personality Glamour Course.

The Monroe School is also featuring special courses for IBM tests that are to be given by the City and United States Civil Ser-

vice, covering all phases of key-punch, tabulating and wiring. A special bulletin is issued by the school describing the scope of these examinations.

LABORATORY AIDE

A request from the Brooklyn Borough President's office for selective certification of male names only from the laboratory aide eligible list to fill one position was approved last week by the New York City Civil Service Commission.

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CORRECTION CORNER

By JACK SOLOD

New Approach For Correction Officers

For the past dozen years I have attended meetings all over the State. My primary interest has been and is to promote the general and economic welfare of Correction Employees in New York State Prisons. I have appeared before governors, lieutenant governors, majority leaders, speakers of the House, legislative chairmen, commissioners, budget directors, etc., to get our story across. Courtesy costs nothing, they have listened and from time to time some of these officials have evinced interest in our problems. But to say that great progress has been made, would be a lie. What seems to be the stumbling block?

After 18 years of fighting for a 25-year half-pay pension, nothing has happened. The pay in State prisons is still \$1,300 yearly below New York City. Perhaps the tactics used by the men in blue have been all wrong. Some officers are inclined to think that only by professionalizing the service can we hope to obtain our objectives. In line with this suggested professional approach, this week's column will be from a manuscript, reprinted by permission of Dr. Walter Wallack, Warden of Wallkill Prison. This was presented at the Frederick Moran Memorial Institute at St. Lawrence University, July 1960.

Calls For Career Development

Today if I were asked what is the greatest weakness in correctional work in its several areas, my answer would be: lack of coordination of effort. Worse than that, lack of understanding of basic purpose among the several facets of our work, and, worse yet, too much antagonism and jealousy in our area relationships. This holds true in other jurisdictions as well as our own. As I have observed the scene for a number of years, it has sometimes seemed to me that police, courts, probation, correction, and parole authorities were at war among themselves. Too often when coordination is effected it seems to be limited to the achievement of some common goal that may be seen today and lost sight of tomorrow. Long-range, continuing cooperation has never been attempted in any appreciable degree.

Why is this the case? Whatever functions any of us fulfill, we are all paid out of the same pocket, namely, the taxpayer's. Also, we are all paid for the same reason—to achieve a common objective, which is the maximum protection of society.

How can we contribute our greatest effort in our service if destructive criticism and lack of understanding of each other's purpose is the rule? Why must we bicker about values and waste time and money in our duplication of effort? Should not we serve more usefully supporting and properly supplementing each other?

As I see it, our greatest need in the whole correctional process is for a purposeful objective that can be implemented practically by an operational plan that is integrated for smooth articulation. Without such an objective and plan, we can only continue to work blindly and step on each other's toes while we wrestle with our own insular problems with resultant limited outcomes.

Proposes Training Authority

How may we set up our purposeful objectives and design coordinated operation? In my opinion the basic and most important first step is to establish a state supported training authority that will supervise the production of recruits for public service. Further, those who would ascend the ladder of promotion in any service should be required to be trained for that purpose in, or under the aegis of, the training authority. In this I would not anticipate highly specialized professional training as a part of the curriculum, for example, such as that required by physicians and psychologists.

However, the training authority should be so constituted that it could act competently as a certifying agency for such as these. A training, recruitment and promotion authority such as I am advocating could be expected to extend its boundaries in time. In the beginning, it could concentrate upon the recruitment and training of specialized personnel in law enforcement, probation, institutional correction, and parole. To accomplish this would be a most significant step toward greatly improved correctional service. I think it is the only sure means for integrating the parts into a properly functioning whole. Coordination of services for integrated action would be a definite guiding principle in the operation of the authority.

Doubtless there would be some objection to an authority such as I have suggested. Some will say that the idea is wholly impractical, or far too costly, or that it will tend to increase bureaucracy.

There are few, if any, businesses or industries in this country employing as many people as are engaged in the public service in this state. Those of us whose task is in crime prevention, apprehension of offenders, administration of justice, probation in the courts, institutional work, and supervision on parole, number in the thousands.

Business and Industry Prepare Ahead

American business and industry has long since been basing its success in a large measure upon the recruitment of workers pre-trained for its particularized requirements, and their continued in-service training for promotion to greater responsibility and executive leadership. All of this has been in the interest of increasing efficiency for greater and better production, ergo, greater profits.

Up to now we have profited too little by the examples of business and industry in training activity. This does not make sense to me. We too could gain a larger and more efficient return for what the taxpayer invests in us if we were trained in the background and know-how that we need for coordinated effort in our respective tasks.

Correction alone in public service in this State is a big business in every sense of the word. Its annual operation cost runs into millions of dollars. In addition there is the horrifyingly dangerous social and moral cost which can not be equated in dollars.

Calls For Professionalism

I have spoken so often over the course of the past several years about the acute necessity for genuinely professionalized service and leadership in our field of correction. But I find that I cannot discuss career development without again emphasizing what I think is the single most important aspect of our effectiveness. We cannot professionalize our contribution to social welfare unless we have a professional organization that will serve and safeguard our work and at the same time promote progress. We must have solidarity, improved standards, better procedures, and legislation to make this possible. Your very presence here today indicates that many of you, as well as I, wish to increase our usefulness. We live at a time which calls for courage and faith in what-ever we do that is forthright and progressive.

A strong professional organization and genuine professional service are the only way to achieve our goals.

(Continued on Page 16)

Metropolitan Public Service Picnic Set

The Metropolitan Public Service chapter of the Civil Service Employees Association will hold its annual picnic and outing this year at Allen's Hacienda (the house of Bill Allen, executive secretary of the Commission), located on Camp Hill Road in Ladentown, on September 15, at 2 p.m.

Tickets are \$2 for adults and \$1.50 for children. Employees and guests may arrange for their own transportation, but for those who cannot, bus transportation will be provided for \$1.50 round trip. All arrangements must be completed by Friday, September 9.

There will be dinner, games and entertainment. The committees in charge of the affair include: chairman, Herbert Kampf; treasurer, Mildred Egler; games, Carl Decker, Pat Gillespie and Alice Dunleavy; beverages, Bill Murphy and Bernard Kennedy; dinner, William Allen, Ann Yacovone, Mary Davidoff, John Wallace, Mike Sewek, Ella Alexander and Nancy Piazza; transportation, Nat Elgot and Richard Powers; entertainment, Jack Lennon, Ed Gruebnau, Ann Yacovone and Jeanette Boyle; publicity, Phil Wexler and Florence Osinski.

For this annual occasion, members of the Commission staff may bring their families and friends. Remember — tickets (and transportation) must be purchased by September 9.

State Health Plan Developed by CSEA Highly Successful

ALBANY, Aug. 29 — New York State's health insurance program for public employees is turning out to be one of government's best success stories.

This multi-million dollar program now serves approximately 125,000 state, local and school district employees, and credit for its success goes to the Civil Service Employees Association, which led the fight for its adoption by the Legislature.

Here is a report by The Leader on the program which, on Dec. 5th, will have ended its third year of operation.

Figures Impressive

Edward D. Meacham, director of personnel services for the State Civil Service Commission, has released new figures which show:

A total of 93,782 state workers are enrolled under the program, with an additional 32,029 local and school district employees in 247 local agencies now part of the plan.

In addition, there are 313 local government agencies, which have been approved for the program, but are awaiting start of the coverage.

The plan brought in a total of \$13,104,081 in premiums for the year ending Nov. 31, 1959. This total, however, did not include 2,200 persons holding HIP options.

The state pays 42 percent and the employee pays 58 percent under the program.

Of the \$13 million premium pool, 82.29 percent was paid back in benefits.

For the period, Dec., 1957 through May, 1960, there were 454,945 claims placed under the program. Benefits paid out so far for the same period total \$25,502,-396.

Payments Over \$34 Millions

Total payments made to the carriers from Dec. 5, 1957 through June 30, 1960 was \$34,798,737, of which \$31,087,190 was for coverage of state employees.

Dividends paid back by the carriers for the same period included:

Feb. 18, 1959, Metropolitan Life Insurance Company, \$278,009; Feb. 18, 1959, Blue Shield, \$200,000; June 10, 1959, Blue Shield, \$23-616; May 5, 1960, Blue Shield, \$227,808; May 5, 1960, Blue Cross, \$68,039.

First on Mental Illness

One of the most unusual features of the state health plan is the fact it is one of the first in the nation to include coverage for mental disease for public employees.

Under the state plan, even outpatient care is provided for mental illness.

The plan also provided for continued coverage for employees after retirement, when they need the protection the most, and prior retired workers also were permitted to come under the program.

According to recent figures, the number of claims for Blue Cross is running 3,700 a month. Claims are totaling about 900 a month for Metropolitan and another 2,500 a month for Blue Shield.

Manhattan State Chapter Elects

Manhattan State Hospital chapter of the Civil Service Employees Association recently completed an election of officers, with the following chosen for office but not yet sworn in:

Charles Loucks, president; Cecil Dineen, first vice president; George Whyte, second vice president; Betty Lavin, third vice president; Frank Rozeboom, secretary; Leon Sandmann, treasurer; John Wallace, delegate; and Larry Lillis, alternate.

The Chapter reports that 385 votes were cast in the election, 95 of which were voided for various reasons. The tallying of votes was under the direction of CSEA field representative Thomas Lupoello.

The Chapter also reports an increase of 25 members, apparently due to increased interest in Chapter activities.

Get well wishes were extended to the following employees: Steve Durr, Bridle Kernochan, Kathleen McGay, Mabel Reese, Hilda O'Shea, Mary E. Campbell, Nathaniel Gibson, and all other employees on the sick list currently.

FREE BOOKLET by U. S. Government on Social Security. Mail only. 1 - 1/2" x 7" Duane Street, New York 1, N. Y.

Kurtzman to Address Central Conference Meet Sept. 17

The Central New York Conference of the Civil Service Employees Association will meet in Rome, New York on September 17. The session will take place at The Beeches on Turin Road, Route 26 in meeting rooms at the hostelry. Host chapter will be Fort Stanwix Chapter, Rome State School.

CSEA President Joseph F. Feily has been invited to be the principal speaker at the evening session.

Registration will take place between 9:00 and 10:00 A.M. The President's meeting will be in session from 10:00 A.M. to 12:00 noon. There will be a mid-session break for coffee and doughnuts. A buffet lunch will be served in the Saratoga Room at 12:30. The afternoon session will get underway at 2:00 p.m. with the County Workshop meeting in the Stag

Room and the State Division meeting in the Copper Room.

Jack Kurtzman, newly appointed as Supervisor of field representatives, will be the main speaker at the afternoon session. Mr. Kurtzman will discuss field operations and the services available to chapter officers. He will also outline the responsibilities of chapter presidents in relation to the field men and how the two may coordinate their efforts in the best interests of all members of the Association.

Immediately following lunch, committee members in attendance will meet with the newly appointed committee chairmen in order to lay plans for the coming year.

Making Reservations

A social hour will take place at 5:30 p.m. to be followed by dinner at 6:30. Dinner reservations should be made with Mrs. Irma German, R. D. 2, Verona, New York. Motel reservations may be made at the Paul Revere Motel, Turin Road, Rome, New York. This motel is located on the same property as The Beeches. A special rate is being given to those who specify that they are attending the Central Conference Civil Service meeting.

Officers of the Central Conference are Mrs. Florence Drew, President, Edward Limner, 1st Vice President, Tom Ranger, 2nd Vice President, Gertrude H. White, Secretary and Irma German, Treasurer. Officers of the County Workshop are President S. Samuel Borely, Utica, New York (Oneida County); Vice President Kenneth Hulbert, Johnstown, New York (Fulton County); Secretary-Treasurer Mary Manning, Ogdensburg, New York (St. Lawrence County) and Publicity Chairman Marion Murray, Canton, New York (St. Lawrence County).

Dannemore Gets New Asst. Director

Dr. Ludwig Fink has been appointed assistant director of Dannemore State Hospital. Born in Germany in 1901 he came to the United States in 1947 and entered N. Y. State Service the same year as resident psychiatrist in Syracuse State School.

In 1953 he transferred to Kings Park State Hospital where he has been supervising psychiatrist until his present promotion. From 1958 on he was also medical director of the Long Island Consultation Center, a psychiatric clinic in Queens.

Dr. Fink obtained his medical degree at the University of Turin, Italy. He is a member of the American Medical Association, the American Psychiatric Association and a Fellow of the American Association of Psychiatrists.

Has one of your old and in college.

Fast reader

ON TO A NEW...

U.S. Service News Items

By GARY STEWART

Interagency Training Programs Announced

The Civil Service Commission has published the Fall, 1960, issue of its bulletin, "Interagency Training Programs," which lists more than 100 courses to be conducted by 19 Federal agencies for Government employees.

This record number of courses will be offered between now and January 1961. The bulletin is not available for distribution to individuals, but interested employees can get information from the personnel offices of their agencies.

In recognition of the growing importance of automatic data processing on the Federal scene, the new bulletin lists seven courses in this field alone.

Training is offered in the following general fields: general management, administrative operations, supply management, personnel administrations, communications, safety and related skills, specialized agency programs and the United States and world affairs.

Training fields new to this bulletin include: civil defense, skilled trades and crafts, electronic data processing machines in Government, and specialized technical training for professional people in environmental health.

Restrictions of Hatch Act Outlined by CSC

Because of the current political campaigns, the Civil Service Commission has outlined the restrictions of the Hatch Act, which regulates political activity on the part of Federal employees.

The Commission enforces the rules for the competitive civil service, and exempted employees are covered by their employing agencies. Any inquiries about the rules should be made to the Civil Service Commission, Washington 25, D.C.

Generally, those affected by the Act are employees of the executive branch of the Federal Government and the Government of the District of Columbia, including temporary and part-time employees. Also restricted is the political activity of certain employees of State, county, and municipal agencies that are Federally financed.

Employees affected by the Hatch Act have the right to vote and express their political opinions, but they are forbidden to take an active part in partisan political management or in partisan political campaigns.

They cannot run for any office as a party candidate or campaign for party candidates.

They can attend political rallies and join political clubs, but they cannot take an active part in the conduct of the rally or operation of the club. They cannot distribute campaign material or sell tickets or otherwise actively promote such activities as political dinners.

New York Post Office Gets New Truck Fleet

Implementing Postmaster General Arthur E. Summerfield's intensified program to "Move Today's Mail Today," the New York Post Office will replace 242 of its three-ton motor vehicles with new red, white and blue, 1960, two and one-half-ton trucks.

This program, being pioneered in the New York Post Office, has resulted in improved depot, shuttle, interstation, and delivery service and a more effective vehicle

utilization, according to the Post Office.

On August 26, at the Post Office Garage at 528 West 34th Street, Postmaster Robert K. Christenberry officially turned over the initial shipment of trucks to Mr. John P. Ward, superintendent of Vehicle Services, for operation at New York.

Army Employees Win Performance Awards

Three civilian Army employees in this area have been presented with performance awards in the past weeks.

Alice Greenfield, who retired recently from her job as secretary to the Chief, Training Branch of the First U. S. Army G-2 Section, on Governors Island, after 25 years of service, was presented with an outstanding performance rating and \$100.

Mrs. Lydia P. Fernandez of the Headquarters, First U. S. Army, was presented with two performance certificates, one for sustained superior performance and one for an outstanding rating.

Nancy Tedesco received a performance award certificate and cash award for sustained superior performance. She is a secretary for the organization and movements branch, Operations Division, Headquarters, First Army.

Approval of Retirees' Health Bill Expected

It is virtually sure now that the bill to give U. S. retirees and survivors a health benefits plan will win Congressional approval. There is no assurance, though, that it will not be vetoed by the President.

The President's advisors are reportedly mixed in their feelings about the bill — some would like to see it passed and others argue that it would be giving preferential treatment to people who, they say, should be covered by the Administration's over-all medical care program as set up in the bill by Sen. Jacob Javits (R.-N.Y.).

This is despite the fact that the bill was modified by the House to meet objections of the Administration to a similar measure that had been approved earlier by the Senate.

New Pay Rates Set for Engineers & Scientists

The Civil Service Commission has announced that approval has been given for establishing new minimum pay rates for certain engineering, scientific, and technical positions at grades GS-5 and GS-7.

The entrance rates for these grade levels are now: GS-5, \$5,335 a year; and GS-7, \$6,345 a year.

The amendment applies to the following currently open nationwide examination announcements which cover pertinent positions at either grade GS-5 or 7 or both: 61 B, aeronautical research scientist; 63 B, architect; 121 B, oceanographer (physical option only); 131 B, meteorologist (general); 133 B, astronomer; 163 B, biochemist; 168 B, geodesist; 181 B, patent examiner; 185 B, patent adviser; 187 B, radio engineer; 192, actuary; 200 B, mathematical statistician; 210 B, research chemist, research mathematician, research metallurgist, research physicist; 211 B, engineer; 224, landscape architect; 226 B, chemist, engineer, mathematician, metallurgist, physicist; 231 B, physicist; 1-7-1(59) scientist, electronic engineer, physicist;

5-35-7(59), engineer, electronic scientist, metallurgist, physicist; 10-1-1(59), engineer; 12-95-1(59), engineer.

Nine Caught Cheating On Post Office Tests

Nine men applying for post office jobs and a tenth who took their civil service tests for them were all given jail sentences recently in New York.

The man who took the tests was sentenced to 18 months in prison and the applicants got thirty days each.

Irving Younger, an assistant United States attorney, told the court that the crime involved was "an attack upon the integrity of the Federal Civil Service System and is an extremely serious crime."

He asked the court to demonstrate by its sentences that "fraud and connivance on Civil Service examinations cannot be tolerated, and the merit system for obtaining Government employment cannot be flouted with impunity."

Two Major Employee Bills to be Held Over

Two important employee bills, both sponsored by Rep. John Lesinski (D.-Mich.) will probably be held over until next year, according to observers. Both have the approval of the House Post Office and Civil Service Committee and both are pending on the House calendar.

House leaders are not pushing them, though, because there are no comparable bills in the Senate.

One of them concerns promotion, and would guarantee classified employees who are promoted from one grade to another a salary

increase equal to at least two steps in the new grade.

The other bill would prevent loss of salary to those postal employees who are downgraded through no fault of their own. It would merely extend to postal employees a benefit now enjoyed by classifieds.

Defense Department is Undecided on Job Cut

The Defense Department is undecided on what to do about the President's request for a three per cent cut in civilian personnel in all Federal agencies.

Twice in the recent past the Defense Department has accepted reduction orders without appeal, but this time it may not do so. The Budget Bureau directive announcing the proposal has allowed for protests from agencies that do not want to, or cannot, make the cut.

With both political parties expressing greater defense measures, it is unlikely that any cuts in civilian personnel would be justified, and some officials feel that any reductions now would just be followed by an increase in personnel later.

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More Than 60 State Exams Now Open for Filing of Applications

Applications are currently being accepted for three listings of open competitive examinations, consisting of more than 60 separate titles, that are open with the State of New York.

All the tests, except those with an asterisk before the number, require one year's residence in New York State.

The First Group

The first group of exams will be open for the filing of applications for one more week — until Sept. 6. They are, by number, title and salary range:

- *4108. Senior welfare representative (child welfare training), \$6,732 to \$8,412.
- *4109. Senior welfare consultant (medical), \$7,436 to \$8,966.
- *4110. Director of vocational rehabilitation, \$10,078 to \$11,968.
- *4112. Park Engineer, \$6,410 to \$7,760.
- *4113. Nutritionist, \$4,983 to \$6,078.
- *4114. Senior public health nutritionist, \$6,098 to \$7,388.
- 4115. Assistant supervisor of architectural records, \$4,502 to \$5,512.
- 4416. Factory inspector, \$4,502 to \$5,512.
- 4117. Assistant tax valuation engineer, \$6,410 to \$7,760.
- 4118. Assistant superintendent of construction, \$5,246 to \$6,376.
- 4119. Supervisor of architectural records, \$5,516 to \$6,896.
- 4120. Assistant building electrical engineer, \$6,410 to \$7,760.
- 4121. Assistant plumbing engineer, \$6,410 to \$7,760.
- 4122. Nuclear physicist, \$10,600 to \$12,550.
- 4123. District supervising public health nurse, \$6,410 to \$7,760.
- 4537. Public health nurse, (neither residence nor citizenship required), varies with location.
- 4539. Director of child health, Erie County, \$9,595 to \$12,335.
- *4544. Supervisor of training-nursing, Westchester County, \$5,890 to \$7,540.
- 4545. Anesthetist, Wyoming County (open to residents of New York and Pennsylvania), \$6,000.
- *4535. Case worker (salary varies with location).
- *4486. Assistant library director II (salary varies).
- *4487. Library director IV (varies).
- *4488. Library director V (varies).

Open to September 26

The second group of examinations will open until September 26. They are:

- 4124. Senior draftsman (structural), \$4,280 to \$5,250.
- 4125. Principal draftsman (structural), \$5,246 to \$6,376.
- 4126. Senior hydro-electric operator, \$4,502 to \$5,512.
- 4127. Head janitor, \$4,280 to \$5,250.
- 4128. Lumber inspector, \$5,246 to \$6,376.
- 4129. Motor equipment maintenance foreman, \$4,740 to \$5,790.

- 4130. Parkway foreman, \$3,680 to \$4,560.
- 4131. General parkway foreman, \$4,740 to \$5,790.
- 4132. Assistant signal engineer, \$6,410 to \$7,760.
- 4133. Senior valuation engineer, \$7,818 to \$9,408.
- 4134. Law stenographer, 2nd judicial district (open to residents of Kings and Richmond counties), appointments expected at \$5,200.
- 4135. Senior editorial clerk, \$3,500 to \$4,350.
- 4136. Hospital equipment advisor, \$6,410 to \$7,760.
- 4137. Deputy state reporter, appointment expected at either \$6,000 or \$7,000.
- 4138. Investigator-inspector — Compensation claims investigator, \$4,280 to \$5,250.
- Compensation investigator, \$4,290 to \$5,250.
- Construction wage rate investigator, \$4,070 to \$5,010.
- Industrial investigator, \$4,502 to \$5,512.

- Investigator, \$4,740 to \$5,790.
- License inspector, \$3,870 to \$4,780.
- Lottery control investigator, \$4,502 to \$5,512.
- Marketing license inspector, \$4,070 to \$5,010.
- Rent inspector, \$4,380 to \$5,250.
- Tax collector, \$4,280 to \$5,250.
- 4139. Senior lottery control investigator, \$5,516 to \$6,696.

Until October 3

- Applications will be accepted for this third group of examinations until October 3.
- 4141. Toll collector, \$3,500 to \$4,350.
 - 4142. Assistant architectural estimator, \$6,410 to \$7,760.
 - 4143. Junior architectural estimator, \$5,246 to \$6,376.
 - 4144. Senior draftsman (general), \$5,246 to \$6,376.
 - 4145. Principal draftsman (general), \$5,246 to \$6,376.
 - 4146. Assistant hydraulic engi-

(Continued on Page 13)

Indian Affairs Bureau Has Openings Now for Elementary Teachers

The Bureau of Indian Affairs of the U. S. Department of the Interior is accepting applications now from elementary teachers for jobs paying from \$4,345 to \$5,355 a year to start.

The Bureau's elementary schools are located in Arizona, Colorado, New Mexico and Utah; Montana, Oregon, and Alaska; North Carolina, Florida and Mississippi; Louisiana and Oklahoma; Iowa, North Dakota and South Dakota; California and Nevada.

Required for the jobs starting at \$4,345 a year are a bachelor's degree, including or supplemented by

24 semester hours in education with at least 12 in elementary education of which four must have been in supervised practice elementary teaching.

For the \$5,355 jobs, the above plus one year of graduate study in education or one year of experience or one year of a combination of graduate study and experience, are required.

No test will be required; applicants will be rated on the basis of their total education, experience and personal qualifications (Continued on Page 12)

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Note: Candidates for N.Y.C. Patrolman now may reside in Westchester or Nassau Counties and continue to live there after appointment. (Chapter 1084 of laws of 1960.) For Transit Patrolman there is no residence limitation of any kind; while Fireman candidates must have at least 3 yrs. residence in NYC. Veterans May Be Eligible for These 3 Exams Even if Over-Age Limits

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TUESDAY, AUGUST 30, 1960

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Arbitration Is a Right

RECENT editorial comment in a prominent New York daily newspaper concerning the Condon-Wadlin Law, pensions for firemen and policemen and retirement of these employees after 20 years, shows the continued lack of understanding of civil service and its employees and their problems by those outside the field.

When a usually well informed newspaper takes the stand that firemen and policemen should not be permitted to retire after 20 years' service and should come under a single pension system with all other City employees, anyone familiar with the problem sees that the editorial writer is neither right nor wrong but simply does not understand.

Police work and firefighting are very particular fields of endeavor. When a man puts himself into this work for a stretch of 20 years or more, he may or may not be willing and able to change over to some other work. At any rate, considering the hazards of the job, he should not be required to. Therefore, police and firemen must have decent pensions to live on. (The partially disabling occupational hazards that often make firemen and policemen unfit for very strenuous work after they retire go without stating).

Like Rotation for GI's

The fact that firemen and policemen may retire after 20 years' service, often shortly after reaching age 40, was criticized as "extravagantly expensive." Their retirement system can be compared to the rotation program under which American troops in Korea were assured there was a limit to the time they would be required to risk their lives against the North Koreans and Chinese. Or it can perhaps be compared to the 20 or 30 missions World War II bombers flew, after which they knew they would be rotated to State-side duty, if they lived that long.

Policeman and fireman mortality rates, of course, don't compare with those of front-line troops in Korea or of World War II bomber crews, but they are several times higher than those for the average male City employee or the average male City resident, therefore they should be permitted to retire earlier.

The percentage of policemen's and firemen's pensions—and for that matter, all City employees' pensions—that the City pays is not really significant as such, since such payments usually reflect hidden pay increases or the lack of them at various times during past years.

Many of the other fringe benefits various employees enjoy are the City's way of apologizing for withholding obvious and long overdue benefits for political reasons. Since switching these fringe benefits around into a more logical and consistent pattern would be merely taking the money from a different City pocket and putting it into a different employee pocket, no one probably would mind very much.

Condon Wadlin Law

Another main issue here is the Condon-Wadlin Law, which forbids civil service workers to strike, and what should be done about it. Some City employees strike anyhow and the Administration is loath to enforce the law or even recognize the strike as a strike, and the employees are well rewarded for their efforts. Meanwhile, the employees who accept the no-strike law do not fare so well, either in their salary goals or their efforts for better working conditions.

The daily paper referred to above agrees with this and suggests that the anti-strike law be softened to make it more "reasonable" in its punishments and therefore more easily enforceable. It is up to The Leader to state that this is unnecessary and could be dangerous to the public and to the employees. What is necessary, and what employees have been begging for for years, is **COMPULSORY AND GENUINELY IMPARTIAL ARBITRATION.**

LETTERS TO THE EDITOR

Letters to the editor must be signed, and names will be withheld from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader, 97 Duane St., New York 7, N.Y.

ASKS LEADER TO AID POLICE ELIGIBLES

Editor, The Leader:

I am one of the unfortunate victims of New York City Police Commissioner Kennedy's announcement that he wants the present patrolman list to be used only up to the 3,000 point. This story was published in your paper on Aug. 23, on page 1.

It so happens that I was certified for appointment, even though I am within the last 500 on the list. To get news like this is indeed a blow, and I am writing to ask for your help. Your policy in The Leader as I noted time and time again, is to give support to eligibles, civil service in general, etc., and the upholding of the merit system. Would you please be so kind as to write some kind of an editorial on the matter?

You have always been known as a champion for a cause. This truly is a cause, because never has it been known that a list was not used before the new list came out. Is there no way out for us?

I am not, nor have I been, involved in any way whatsoever with anything that prevents my passing investigation of character, past employment, etc. As a matter of fact, I have met all requirements and have been certified.

With the cry today of "More Police Needed," is this the way to treat eligible men, who want the job? Is Commissioner Kennedy's announcement final and will he have his way? Anything you can do for this group will be everlastingly appreciated.

FRANK BUONO
BRONX, N.Y.

PROTESTS KENNEDY'S MOVE ON ELIGIBLES

Editor, The Leader:

I am on the New York City patrolman eligible list established way back in April of 1959 and now I am not going to get a job because Commissioner Kennedy has decided not to appoint anyone past 3,000 on the list.

Meanwhile, never mind the fact that I took a long, hard and expensive course to prepare for the test and a gym course to pass the physical. Never mind that I passed both and was put on the list.

The thing that really gets me is that if Kennedy only wanted a list with 3,000 names on it, why didn't he say so in the first place, instead of stringing us guys along for over a year and then all of a sudden dropping us like this.

I was already investigated and notified I would be appointed and they were at the place I work, and my boss didn't give me a promotion he was going to give me because he knew I was going to quit when I got appointed to the Force — and now it looks like I'm not after all. Something should be done about this, it's no way to treat us.

AN ELIGIBLE
JAMAICA, L. I.

CITES CASE OF STATE BUILDING GUARDS

Editor, The Leader:

During the past several months, the public has heard much about the woes of the firemen, policemen, welfare police, etc. This, I believe, is justified. Now, May I

(Continued on Page 8)



Civil Service LAW & YOU

by HAROLD L. HERZSTEIN

Mr. Herzstein is a member of the New York bar and an authority on Civil Service Law

Friends of Civil Service

It is rather warm and humid in New York City today so I decided to get off the law and chat a bit.

I have often heard the criticism that the competitive class of the civil service quickly forgets the friends who assisted in the enactment of their beneficial laws. Whenever I hear anything like that I feel badly because I know it is wrong. I wish that the two long term governors, Lehman and Dewey, both strong civil service men, and their budget directors, attorneys, secretaries, civil service commissioners, etc., really knew about the warmth and frequency with which they and their administrations are discussed by civil service veterans.

As long as I write this column, I will from time to time record the achievements of the benefactors of the competitive class. There are men in public office today whose records I am following carefully.

I was just thinking of some of the old timers and decided to write a few lines about Charlie Breitell. He was Counsel to Governor Dewey from the beginning of the administration in 1943 to 1950. The Governor was a strong executive — perhaps the strongest the State has ever had. During his terms there had been a shift in power from the legislative to the executive department. Governor Dewey's Counsel, Charlie Breitell, was the legislative pivot of the era.

Under Breitell's personal direction, the new law of civil service was born. Some of the statutes were fixed minima, the five day week, standardization of pay increases, overtime pay and compensatory time off, and extension of unemployment insurance to public employees. John T. De Graff, as Counsel to The Civil Service Employees Association, and I, as Legislative Representative of the City of New York, both absorbed with civil service legislation, used to pass each other in and out of Breitell's office frequently.

Breitell was brilliant and diligent. His favorite question was: "What is the rationale?" which I always interpreted as: "What is the underlying reason, and let's get to work." No matter how involved a subject was, he had the knack of reducing it to a simplicity in a flash and hammering it to a successful conclusion.

Appellate Justice Now

At present Breitell is an appellate justice of the State Supreme Court and sits in Manhattan. (Now that I have mentioned the fact that he is a judge, I am off the "Charlie Breitell," as we knew him, and on the "Judge"). I have heard the Judge question attorneys arguing appeals; and in his questions I hear the old "rationale." I have read all the Judge's opinions on civil service law, and they are excellent. In them I read the old "rationale."

I used to scrap with Judge Breitell a bit. When he was counsel to a Republican Governor I had the corresponding position with a Democratic leader of the State Senate. Our bosses fought. Later on when he was still counsel to a Republican Governor, I had a somewhat corresponding position with a Democratic Mayor of New York City. Our bosses fought that time too. Those situations made me disagreeable at times, and I definitely was wrong. Despite the controversial nature of our positions, I always had and I still have profound respect for the Judge. He was and is a brilliant, devoted and hard working public officer. "Tops" is the popular word.

Will Judge Breitell be working out civil service legislation in the Executive chamber in the Capitol again? Will he be the Governor some day?

Questions Answered On Social Security

Must I have a birth certificate in order to establish my age?

No. Although this is the best possible proof, other documents are acceptable instead.

I work for my husband as a bookkeeper. Should he pay social security tax for me?

If your husband is the sole proprietor of the business, you cannot receive social security credit for this work and, therefore, he cannot pay social security taxes for you.

Can I name a beneficiary to collect my social security when I die?

No. The law allows only certain persons to collect under your social security account after your death. They are, your children under 18, children who are totally

disabled due to an infirmity which began prior to age 18, your widow at age 62, or at any age if she has a child of yours in her care and your parents if you supported them prior to your death for more than one-half their support and they are of statutory age.

Do I get a different social security number when I marry?

No. You always retain the same number. However, you should visit your district office and have the name changed on your account to your married name.

My grandchildren are being supported by me and I plan to retire this month. Can they receive benefits on my account?

No. There are no benefits pay-

(Continued on Page 7)

Social Security

Questions Answered

(Continued from Page 6)
able to grandchildren of beneficiaries.

will be retired in the near future. Should I wait until I have stopped working before I apply for my benefits?

No. Don't wait until you retire.

You should apply as early as three months before retiring and this action will speed the delivery of your first benefit check.

Although I am 85 years old, I

am still working on a part-time basis. Can I still collect my benefits?

You can make up to \$1,200 a year and still receive a social security check for every month of that year.

I get a disability pension from the State. Does this prevent me from getting disability benefits from social security if I meet all their requirements?

No. You may collect a pension (Continued on Page 10)

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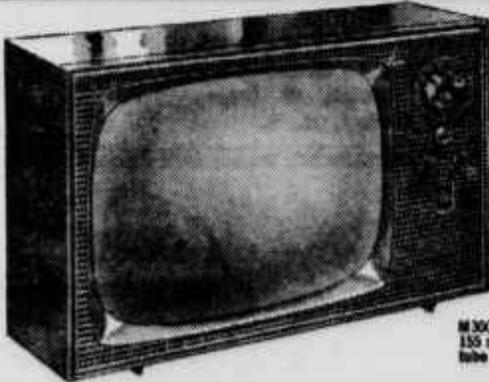
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LETTERS TO THE EDITOR

(Continued from Page 6)
 tell you a short story about the most forgotten and ignored men in the State of New York?
 Myself and others like me in the position of New York State building guard are asked to combine the duties of all the above mentioned, and then some, in our daily work. All this without any recognition or aid from the State. We are not even allowed a billy or any other means of defending ourselves from attack, and there are attacks.

We must buy and maintain our own uniforms. We are denied the right to organize a benevolent association because we are scattered among different departments.

When we make arrests (and we are deputized by New York City to do so) we must by law accompany our prisoner, thereby leaving our posts unguarded, since the State denies us a working partner, no matter how large the building we guard.

Even though our work is the same as any law enforcement officer, and as such requires the same training, the difference in salary between our job and that of the ordinary foot patrolman is \$3,000 a year.

We are expected to perform the duties of a City policeman most of the time, of a fireman some of the time, and of a psychiatrist all of the time.

Our complaints are many, our requests few. We ask not for peace officer status; our present status as special officer is sufficient. We want only to be given the means to protect ourselves in any situation, a salary upgrading from grade 5 to at least grade 7.

We further request a partner, and finally, recognition by the State of the fact that our job is law enforcement, and not floor-walking.

A FAMILY MAN
 BROOKLYN, N.Y.

ASKS LEADER'S HELP FOR POLICE ELIGIBLES

Editor, The Leader:
 My name was on the 446-name certification from the New York City patrolman eligible list that Police Commissioner Kennedy returned to the Personnel Department unused. I was not on the 115-name certification sent out later. At present there are about 1,000 vacancies.

The Police Commissioner is using unfair and poor judgment in

this matter. The Civil Service Commission should do something to correct it.

The Personnel Department and the Police Department have cleared these men on the list for employment with the Police Department and they should be given a fair chance for the job.

HOPEFUL
 NEW YORK CITY

THANKS LEADER FOR STAND ON PENSIONS

Editor, The Leader:
 I am writing to thank you very sincerely for the very favorable column which you recently wrote in favor of retired New York City police and firemen and widows of police and firemen, and their dependents. May God Bless you.
 PETER T. O'ROURKE
 (RETIRED, P.D.)
 BROOKLYN, N.Y.

NO EXTRA PAY

Editor, The Leader:
 (The following letter is in reply to Mrs. Egert of Buffalo who wrote The Leader saying State hospital staff attendants are higher paid than practical nurses.)
 There are five staff attendants here (Hudson River State Hospital) and four are practical nurses

of long standing and we have responsibility for a large number of patients. We do not get paid for our practical nursing.

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FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

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perience. However, in some counties college graduation is an absolute minimum requirement. Residence in New York State is not

a requirement.

To apply for these positions, application forms are available from the State Department of Civil Service, at the Information Desks,

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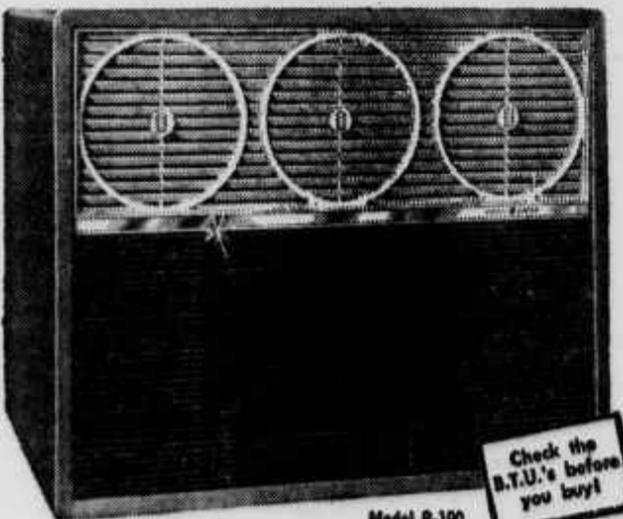
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Social Security Questions Answered

I draft records or census records or voter's registration can also be used.

simple. Contact your local social security district office for Form OAA-7003, Report for Change in Records. Fill it out, send it to your district office and a duplicate card will be sent to you showing your new name. However, it will have the same number as your original social security card.

(Continued from Page 7)
for your disability from any source and it won't affect your entitlement under social security.

How much is being paid in social security benefits?

The figure for December 1959 was 845 million dollars. Last year a total of 10 billion dollars was paid.

A lot of people worry about proving that they are old enough to get social security benefits. Some people think a birth certificate is required and they don't have one. Well, although the best proof of age is a birth certificate, many kinds of documents can be used as proof of your age. Don't delay filing your claim because you don't have a birth certificate. Your date of birth can be proven from an old family Bible, insurance policies you've had for some time, and children's birth certificates showing parents' ages at time of child's birth. World War

Is it necessary that I have reached 65 before I check my social security account?

No. We suggest that you check your social security account before you reach retirement age (age 62 for women, age 65 for men) or before you plan to retire.

I am a new June bride and I know my employer will use my married name in reporting my wages. My social security card shows my maiden name. What do I do?
The answer to that is quite

Where can I write to find out how much social security credit I have in my account?

You may check the official social security record of wages and self-employment income credited to you by writing to the Social Security Administration, Baltimore 2, Maryland, and asking for a statement of your account. You can get an addressed post-card form at your social security office for use in requesting this information.

I work for the State of New York as an attorney and I am not covered by social security in my present position. I have a small practice that I run from my home and earn about \$1,000 annually from it. Can I pay social security taxes on the earnings from my self-employment?

It is mandatory for a person earning \$400 or over from self-employment to pay social security taxes.

Through error, I didn't file for benefits in the month I was 65, but did so six months later although I was totally retired. Do I lose this money?

No. Benefits are payable as much as twelve months retroactively.

I have 40 quarters of coverage and recently married. If I never work again, will I still be eligible for social security benefits when I reach retirement age?

Yes. Anyone having 40 quarters of coverage is fully insured for life.

How many persons are collecting retirement benefits?

7,700,000 persons collect retirement benefits.

As a beneficiary collecting Old-Age Benefits, am I forever restricted to earning \$1,200 annually in order not to forfeit checks?

No. At age 72 you may earn any amount and still collect checks. However, care should be taken, and you should note that checks can still be taken from you for any month prior to age 72 that you exceed the permitted amount.

When I was 17 years old, I was injured in an accident and have been completely disabled ever since. I am now 40 years of age. Because of my disability, I have never worked and have always been supported by my father. In September 1959, my father who is 60 years old had a heart attack and will never be able to work again. Please tell us what we should do regarding the social security disability benefits of which we have heard.

If you or your father are unable to go to your local social security office, phone or write and a representative will come to your home to take the necessary applications. Before his visit, secure a copy of your birth certificate. Also be prepared to tell him names and addresses of the doctors and hospitals where you were treated for your injury as well as dates of treatment. If your father's claim is approved, he will receive disability insurance benefits beginning with April 1960. If the medical evidence shows that your disability began before your 18th birthday and continues, you will be entitled to disabled child's benefits on your father's record. Your mother also could receive benefits, regardless of her age, since you are living at home and she is taking care of you.

I probably could file for social security benefits anytime now, but I'm still trying to get a birth certificate. What do you suggest?

LEGAL NOTICES

REHABILITATION OF EXTERIOR MASONRY, ETC. — STATE ARMORY, 643 PARK AVENUE, NEW YORK CITY

Sealed proposals covering Construction Work for Rehabilitation of Exterior Masonry, Wood and Metal Work and Apartment Work, State Armory, 643 Park Ave., New York City, in accordance with Specification No. 15901-C and accompanying drawings, will be received by Henry A. Cohen, Director, Bureau of Contracts, Department of Public Works, 12th Floor, The Governor Alfred E. Smith State Office Building, Albany, N.Y., on behalf of the Executive Department, Division of Military and Naval Affairs, until 2:00 o'clock P.M., Advanced Standard Time, which is 1:00 o'clock P.M., Eastern Standard Time, on Wednesday, September 14, 1960, when they will be publicly opened and read.

Each proposal must be made upon the form and submitted in the envelope provided therefor and shall be accompanied by a certified check made payable to the State of New York, Commissioner of Taxation and Finance, in the amount stipulated in the proposal as a guaranty that the bidder will enter into the contract if it be awarded to him. The specification number must be written on the front of the envelope. The blank spaces in the proposal must be filled in, and no change shall be made in the phraseology of the proposal. Proposals that carry any omissions, erasures, alterations or additions may be rejected as informal. The State reserves the right to reject any or all bids. Successful bidder will be required to give a bond conditioned for the faithful performance of the contract and a separate bond for the payment of laborers and materialmen, each bond in the sum of 100% of the amount of the contract. Drawings and specification may be examined free of charge at the following offices:

- State Architect, 270 Broadway, New York City.
- State Architect, 4th Floor, Arcade Bldg., 480-488 Broadway, Albany 7, N.Y.
- District Supervisor of Bldg. Constr., State Office Building, 333 E. Washington St., Syracuse, N.Y.
- District Supervisor of Bldg. Constr., Genesee Valley Regional Market, 909 Jefferson Road, Rochester 23, N.Y.
- District Engineer, 65 Court St., Buffalo, N.Y.
- State Armory, 643 Park Ave., New York City.

Drawings and specifications may be obtained by calling at the Bureau of Contracts, (Branch Office), 4th Floor, Arcade Bldg., 480-488 Broadway, Albany 7, N.Y., or at the State Architect's Office, 12th Floor, 770 Broadway, New York City, and by making deposit for each set of \$5.00 or by mailing such deposit to the Albany address. Checks should be made payable to the State Department of Public Works. Proposal blanks and envelopes will be furnished without charge. The State Architect's Standard Specification of Jan. 2, 1960 will be required for this project and may be purchased from the Bureau of Finance, Department of Public Works, 14th Floor, The Governor Alfred E. Smith Office Building, Albany, N.Y., for the sum of \$5.00 each. DATED: 8/24/60 DR/W

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FOURSCORE AND SEVEN years ago our fathers brought forth on this continent a new nation conceived in liberty and dedicated to the proposition that all men are created equal. Now we are engaged in a great civil war testing whether that nation, or any nation so conceived and so dedicated, can long endure. We are met on a great battlefield of that war. We have come to dedicate a portion of that field as a final resting-place for those who here gave their lives so that the nation might live. It is altogether fitting and proper that we should do this. But, in a larger sense, we cannot dedicate, we cannot consecrate, we cannot hallow this ground. The brave men, living and dead, who struggled here have consecrated it far above our poor power to add or detract. The world will little note nor long remember what we say here, but it can never forget what they did here. It is for us the living rather to be dedicated here to the unfinished work which they who fought here have thus far so nobly advanced. It is rather for us to be here dedicated to the great task remaining before us—that from these honored dead we take increased devotion to that cause for which they gave the last full measure of devotion—that we here highly resolve that these dead shall not have died in vain, that this nation under God shall have a new birth of freedom, and that government of the people, by the people, for the people shall not perish from the earth.

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RANCH, huge corner plot, 75x150, detached, 5 1/2 rooms, only 9 years young, cedar and asbestos shingle, oil heat, A1 condition. Property overlooks brook. 4 1/2% Mortgage. Many extras. An excellent buy at \$20,500

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COLONIAL, detached, stucco, 7 room home on huge 60x100 plot, oil heat, near L.I.R.R. and bus transportation. A real buy at \$13,990

Other 1 & 2 Family Homes

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RIVERSIDE DRIVE, 1 1/4 & 2 1/4 private apartments interracial. Furnished. Telephone 7-4115

UPSTATE PROPERTY

Farms & Acreage Dutchess County

2.2 ACRES STATE HIGHWAY FRONTAGE \$150 DOWN; \$25 per mo. Millbrook area, private, near village, shade trees, full price \$1,495. Also 4 acres on country road, lovely view, \$1,650 Terms. JOHN BRAUN, 60 Valley View Rd., Lake Mohogan, N.Y.

Farms - Dutchess County

RETIRED? I have fine small homes, village and country. Send for free brochure. HOMER K. STALEY, Realtor, Box 1, Rhinebeck 1, N.Y.

Farms - Ulster County

ROSENDALE, 6 rms & bath 300 ft on County Highway, beautiful location \$6,800. ROSENDALE, 4 rms, land 500 ft, State Rd 32 frontage, \$4,500, Cash \$500. JOHN BELLAY, owner, Rosendale, N. Y. Tel. OL 8-6711

Farms - N.Y. State

140 ACRE farm, 8 room house, 2 barns, brook, pond, good hunting, scenic location, good road, \$8,500. 65 ACRE farm, brook, good hunting, cottage & barn \$5,500. W. W. Vedder, Rt. 2, Schuylers, N.Y. Amminister 2-5132.

Farms - N. Y. State

BUNGALOW all year, 4 rooms, bath, heat, garage, 2 acres, good retirement home, \$10,500. Reinhardt Apt. - Greenville, N.Y.

Houses - Sullivan County Vacation & Retirement

1, 2 & 3 bedroom all year ranch houses, lake site, mountain view. Relax . . . Prices start at \$4,995.

N. Y. Bus to Door
Spring Glen Lake Estate
Spring Glen, N.Y. Tel. Ellenville 404

Farms - Orange County

10 Acres \$2600 - \$300 Down
70 Ac. farm, \$15,000, Terms.
7 room, 2 story year round home, 5/4 acre, garage, coop, other bldgs, \$9900.
Others: R. Fryer, 20 Hanford, Middletown, N. Y. DI 8-5710.

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BEST DEAL IN TOWN!
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LOW, LOW DOWN PAYMENT
UP TO 3 YEARS TO PAY
as low as
\$12
per week
BATES
Auth. Factory CHEVROLET Dealer
GRAND CONCOURSE
at 144 ST. BRONX
OPEN EYES.
Air-Conditioned Showrooms

Factory Inspector Jobs Offered Now by State, from \$4,502

Factory inspector jobs, paying from \$4,502 to \$5,512 a year, are being offered now by the State of New York. Applications will be accepted until Sept. 6. Required are four years of practical mechanical experience, or one year as a safety instructor; or a satisfactory combination.

TERRIFIC SAVINGS
CITY EMPLOYEES
BIG DISCOUNTS

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- FALCONS
- THUNDERBIRDS

A-1 USED CARS
ALL YEARS & MAKES

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LIBERTY AVE. & 165th ST.
JAMAICA RE. 9-2300

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SPECIAL CIVIL SERVICE EMPLOYEE DISCOUNTS

CHEVROLETS CORVAIRS CORVETTES

OK'd USED CARS
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ALL MODELS
AIR CONDITIONED SHOWROOMS
Open 'til 9 P.M.

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34-14 Stelway St., L. I. C. AS 4-0700
at Ind. Stelway St. Sub. Sta.

tical mechanical experience, or one year as a safety instructor; or a satisfactory combination. Application forms and complete information are available from the Civil Service Department, at 270 Broadway in Manhattan; The State Campus in Albany; or local offices of the New York State Employment Service.

NOTICE OF NAMES OF PERSONS APPEARING AS OWNERS OF CERTAIN UNCLAIMED PROPERTY
held by
THE ROYAL BANK OF CANADA
68 William Street
New York 5, N. Y.

The persons whose names and last known addresses are set forth below appear from the records of the above-named banking organization to be entitled to unclaimed property in amounts of twenty-five dollars or more.

AMOUNTS HELD OR OWING FOR THE PAYMENT OF NEGOTIABLE INSTRUMENTS OR CERTIFIED CHECKS
Enrique Masdon Roura, Address Unknown, Ludwig Loeb, Address Unknown, Juan Rodriguez, c/o Puncerara Hernandez, 62 W. 114th St., New York City, Mde. Linda Maukaiel, c/o Regie des Tabacs, B.P. 7 Beyrouth, Lebanon, Banca Commerciale Italiana, Address Unknown, Mercedes Narino, Address Unknown, Frere Chomeley Co., Address Unknown, C. J. White, 9541 Linden Ave., Long Beach, California, The Southington Hardware Mfg. Co., 230 Fifth Ave., New York City, James H. Ottoway, Address Unknown, Mrs. Edith Van Bellingher, Address Unknown, Julius Schmid Inc., Montevideo, Uruguay, Consulado General de la Republica Argentina, New Orleans, Louisiana.

A report of unclaimed property has been made to the State Comptroller pursuant to Section 301 of the Abandoned Property Law. A list of the names contained in such notice is on file and open to public inspection at the principal office of the association, located at 70 Church Street, in the City of New York, where such abandoned property is payable.

Such abandoned property will be paid on or before October 31st next to persons establishing to its satisfaction their right to receive the same.

In the succeeding November, and on or before the tenth day thereof, such unclaimed property will be paid to Arthur Levitt the State Comptroller and it shall thereupon cease to be liable therefor.

NOTICE OF NAMES OF PERSONS APPEARING AS OWNERS OF CERTAIN UNCLAIMED PROPERTY
Held By
SERIAL FEDERAL SAVINGS AND LOAN ASSOCIATION OF NEW YORK CITY

The persons whose names and last known addresses are set forth below appear from the records of the above-named banking organization to be entitled to unclaimed property in amounts of twenty-five dollars or more.

Amounts Due on Deposits
Gus Niarlos 330 8th Avenue New York City
Ralph Landerf 88 A Quinny Street Brooklyn 5, N. Y.

A report of unclaimed property has been made to the State Comptroller pursuant to Section 301 of the Abandoned Property Law. A list of the names contained in such notice is on file and open to public inspection at the principal office of the association, located at 70 Church Street, in the City of New York, where such abandoned property is payable.

Such abandoned property will be paid on or before October 31st next to persons establishing to its satisfaction their right to receive the same.

In the succeeding November, and on or before the tenth day thereof, such unclaimed property will be paid to Arthur Levitt the State Comptroller and it shall thereupon cease to be liable therefor.

Indian Bureau Needs Teachers

(Continued from Page 5) In relation to the needs of the position. Many of the Indian schools are located in isolated rural areas. They are often at some distance from the nearest non-Indian community, and in some sections where the Indians do not live in village, the schools are somewhat remote from human habitation. Therefore, ability to adjust to association with a limited number of people in such isolated situations is essential to success in these positions. Full information of these jobs is contained in Announcement No. 238 B, which is available from the office of the Second U. S. Civil Service Region, News Building, 220 East 42nd St., New York 17, N. Y. Applications will be accepted until further notice.

LEGAL NOTICE

CITATION — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God, Free and Independent, TO: Attorney General of the State of New York; Sylvia Seaman; Stephen S. Bornstein; Sylvia P. Savell; Sidney Piker; M. Bertram Piker; Eva Levine; First Federal Savings and Loan Association of New York; and to the distributors of Anna Stern, also known as Anna Bernstein, deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; being the persons interested as creditors, distributees or otherwise in the estate of ANNA STERN, also known as Anna Bernstein, deceased, who at the time of her death was a resident of 129 East 4th Street, New York, N. Y.

Semi GREETING: Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 309, Borough of Manhattan, City and County of New York, as administrator of the goods, chattels and credits of said deceased.

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, on the 20th day of September, 1960, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of The Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

IN TESTIMONY WHEREOF, We have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.

Witness Honorable Joseph A. Cox, a Surrogate of our County, at the County of New York, on the 20th day of July, in the year of our Lord one thousand nine hundred and sixty.

Philip A. Donahue,
Clerk of the Surrogate's Court

TO THE CREDITORS OF MARGARET R. SMITH, LATE OF THE COUNTY OF NEW YORK, DECEASED.

Please take notice that pursuant to the provisions of Section 121 of the Surrogate's Court Act, I intend to apply for letters of administration upon the estate said Margaret R. Smith, deceased, late of the County of New York, on the 30th day of September, 1960. All creditors of said Margaret R. Smith, deceased, are notified to present their claims to the Surrogate's Court in the County of New York, at 31 Chambers Street, New York, New York, on or before the said 30th day of September, 1960. This notice is published pursuant to an order of Hon. S. Samuel DiFalco, one of the Surrogates of the County of New York, dated the 15th day of August, 1960.

ELIZABETH F. MURPHY

Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

NEW YORK CITY—The Applications Section of the New York City Department of Personnel is located at 96 Duane St., New York 7, N.Y. (Manhattan). It is two blocks north of City Hall, just west of Broadway, across from The Leader office.

Hours are 9 A.M. to 4 P.M., closed Saturdays except to answer inquiries from 9 to 12 A.M. Telephone CORTland 7-8880.

Mailed requests for application blanks must include a stamped, self-addressed business-size envelope. Mailed application forms must be sent to the Personnel Department, including the specified filing fee in the form of a check or money-order, at least five days before the closing date for filing of applications. This is to allow time for handling and for the Department to contact the applicant in case his application is incomplete.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton Local's stop is City Hall. All these are but a few blocks from the Personnel Department.

STATE — First floor at 270 Broadway, New York 7, N.Y., corner of Chambers St., telephone BARclay 7-1616; Governor Alfred E. Smith State Office Building and The State Campus, Albany; Room 400 at 155 West Main Street, Rochester (Wednesdays only); and 141 James St., Syracuse (first and third Tuesdays of each month).

Any of these addresses may be used in applying for county jobs or for jobs with the State. The State's New York City office is a block south on Broadway from the City Personnel Department's Broadway entrance, so the same transportation instructions apply. Mailed applications need not include return envelopes.

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

FEDERAL — Second U.S. Civil Service Region Office, News Building, 220 East 42d Street (at 2d Ave.), New York 17, N. Y., just west of the United Nations building. Take the IRT Lexington Ave. line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 A.M. to 5 P.M. Monday through Friday. Telephone number is YU 6-2626.

Applications are also obtainable at main post offices, except the New York, N. Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with named requests for application forms.

SAVE MONEY
BUY YOUR
NEW or USED CAR
IN A GROUP

For FREE information—Fill in and mail this coupon to:
Automobile Editor, Civil Service Leader, 97 Duane St., N. Y. 7

Date

Kindly advise how I can buy my car in a group and save. It is understood that I am not obligated in any way.

Car desired(New) (Used)

Model

Year

Name

Address

Telephone

The Civil Service Leader does not sell new or used cars or any automotive merchandise. This is a service exclusively for the benefit of our readers and advertisers.

The Comptroller of the State of New York
as agent of New York State Thruway Authority
will sell at his office at Albany, New York, on
September 8, 1960, at 12 o'clock Noon
\$50,000,000
NEW YORK STATE THRUWAY AUTHORITY
STATE GUARANTEED THRUWAY BONDS
(Seventh Issue)

Principal and interest unconditionally guaranteed
by the State of New York

Dated October 1, 1960, and due serially in various amounts from 1985 to 1995, both inclusive.

The Bonds will be subject to redemption by the Authority, prior to their respective maturities, as a whole or in part at any time on and after July 1, 1967, upon certain terms and conditions, including specified redemption prices.

Principal and interest (January 1 and July 1) payable at the principal office of The Chase Manhattan Bank, New York.

Copies of the Act and Resolution authorizing the Bonds, Official Statement, Official Form of Proposal, Notice of Sale, and form of opinion of Attorney General will be furnished upon application to The Chase Manhattan Bank, Fiscal Agent, 80 Pine Street, New York 15, New York.

ARTHUR LEVITT, State Comptroller, Albany 1, N. Y.
Dated: August 29, 1960

MORE THAN 60 STATE EXAMS OPEN

(Continued from Page 5)

4147. Senior physician, \$9,104 to \$10,874.
4148. Associate public health nutritionist, \$7,436 to \$8,966.

4036. Assistant civil engineer (physical research), \$6,410 to \$7,760.
4012. (Reissued), senior electronic laboratory engineer, \$7,818 to \$9,408.

4013. (Reissued), supervisor of instrument development, \$7,818 to \$9,408.
4117. Assistant tax valuation engineer, \$6,410 to \$7,760.
4560. Director of dental health, Erie County (open to qualified

residents of the 8th Judicial District which is comprised of the counties of Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, and Wyoming), \$7,880 to \$10,120.
Complete information on the

exams and application forms are available from the State Department of Civil Service, 270 Broadway in New York City, or The State Campus in Albany; and from local offices of the N.Y.S. Employment Service.



"Early Bird" SALE!

Act NOW! BUY AT PRE-SEASON LOW PRICES!
Be Comfortably C-O-O-L All Summer Long!

New
1960



Deluxe *Thinline* AIR CONDITIONER



**FULL-POWER
COOLING!
50%
MORE**

efficient cooling surface than those in usual plate-type cooling systems!

Model R441-6500 BTU* Cooling Power

COOLS! FILTERS! DEHUMIDIFIES! VENTILATES!

EASY TERMS!

\$187
As Little As
A Week
after small down payment

PLUGS INTO 115-VOLT WIRING!

No need for expensive 230-volt rewiring. This powerful, compact unit operates on 115 volts, draws only 7.5 amperes—less current than a toaster!

FITS Almost ANY WINDOW!

Only 26" wide, 15 1/2" high, 16 1/2" deep. Installs easily in standard double hung or casement windows—even through the wall.

- WHISPER-QUIET—no excessive noise to disturb your rest.
- FRESH AIR VENTILATION—with or without cooling. 2-Speed fan.
- AUTOMATIC TEMPERATURE CONTROL—10 positions, for "Set-and-Forget" comfort.
- REUSABLE AIR FILTER—removes dust and most airborne pollen, keeps home cleaner.

5-YEAR WRITTEN PROTECTION PLAN

on Sealed-in refrigeration mechanism

*Capacity tested and rated in compliance with NEMA standards for Room Air Conditioners CN1-1958



Buy at the Store with This sign on the door



SPECIAL PRICES TO CIVIL SERVICE EMPLOYEES

AMERICAN HOME CENTER, INC.

616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU. 3-3616 FOR YOUR LOW, LOW PRICE

N. Y. Post Offices Are Offering Multitude of Clerk & Carrier Jobs

Post offices throughout New York City and Long Island are now offering open competitive examinations to fill substitute clerk and carrier jobs paying from \$2.15 to \$2.63 an hour.

No experience nor minimum of education is required, and anyone over 17 years of age can apply.

These are career appointments with opportunities existing for promotion and salary raise. Advancement is made to regular positions according to seniority. Substitutes must be available for duty on short notice and generally they will be working regularly.

The post offices are those in Manhattan (New York, N. Y., General Post Office), Brooklyn, Long Island City, Jamaica, and Suffolk and Nassau Counties (first and second class post offices).

To file, applicants must be at least 17 years of age, weigh at least 125 pounds, be able to lift an 80 pound mail sack to their shoulders and be citizens of the United States. The minimum age for appointment is 16.

All of the jobs offer full benefits, including incentive awards,

liberal paid sick leave, two-and-one-half to five weeks paid vacations every year, eight paid holidays every year, health insurance, life insurance and a liberal retirement plan.

For the clerk-carrier jobs at the New York, N. Y., Post Office, application may be obtained from the Board of U.S. Civil Service Examiners, Room 3506, General Post Office, West 33rd St., near Ninth Ave.

In Brooklyn, apply to the Board of U.S. Civil Service Examiners, General Post Office, Room 413, Brooklyn 1, N. Y.; in Long Island City, apply to the examiner-in-charge, 4602 21st Street; and in Jamaica, at the Main Post Office, Room 247, 88-40 14th St., Jamaica 31, N. Y.

For the Nassau and Suffolk jobs, applications may be obtained in any first and second class post offices in the two counties.

For all the jobs applications are available from the Second U.S. Civil Service Region, News Building, 220 East 42nd St., New York 17, N. Y.

The exam numbers should be referred to when applying. They

are: for Brooklyn, No. 2-103-1 (1960); for Long Island City, No. 2-103-2 (1960); for New York City, 2-101-2 (60); for Jamaica, No. 2-114-1 (1960), and for the two counties, No. 2-101-7 (59).

Applications will be accepted until further notice.

File Now for U.S. Office Machine Operator Jobs In City; Pay to \$4,040

Men and women with three months to two years of experience operating office machines can apply now for the U.S. Government's big office machine operator examination for the New York City area.

High School education and pertinent training in machine operation may be substituted for all or part of the required experience. Applicants must be at least 18 years old at the time of filing, but there is no maximum age limit.

The Positions

The particular office machine operator positions covered by this examination are bookkeeping machine operator, calculating machine operator, card punch (alphabetic) operator, tabulating equipment operator, tabulating machine operator, duplicating equipment operator and office appliances operator.

These positions are in grades GS-2 and GS-3 with starting salaries of \$3,500 and \$3,760 a year respectively.

Teletypist positions at grades GS-3 and GS-4, with starting salaries of \$3,760 and \$4,040 a year are also covered.

The Requirements

For GS-2 positions, three months of experience are required; for GS-3 positions, except teletypist, six months experience

Engineering and Science Jobs Open With Atom Agency

The latest vacancy list of the U.S. Atomic Energy Commission New York Operations Office has just been released, and on it are positions ranging in salary from \$3,335 to \$15,030 a year.

All applicants must be U.S. citizens, and employment is subject to the satisfactory completion of a security investigation that takes about three months. Appointment cannot be made until this investigation is complete.

The positions are: general physical scientist, GS-15; chemist, GS-5, 7 and 9; Physicist, GS-9 to 13; physicist or engineer, GS-7 to 11; and health physicist, GS-9 to 13.

Information and applications may be obtained by writing to George F. Finger, personnel officer, U.S. Atomic Energy Commission, 376 Hudson St., New York 14, N.Y.

LOOK FOR HOME See Page 11

City Continuous Filing Exams Will Open Sept. 7 & 8

The City of New York has a long list of open competitive examinations for which applications are being, or will be, accepted on a continuous basis — exams in many different fields, in various departments of the City government.

Most of them are re-opening on September 7 and 8 after having been closed for a month during

the summer, and two of them are closing this fall.

The Exams

The complete list of exams, with the filing period, follows:

Assistant architect, closes on Oct. 25, 1960.

Assistant civil engineer, Sept. 8 to June 30, 1961.

Assistant mechanical engineer, Sept. 8 to June 30, 1961.

Assistant plan examiner (buildings), Sept. 9 to June 30.

Civil engineering draftsman, closes on Sept. 27, 1960.

Dental hygienist, Sept. 7 until further notice.

Family and child welfare worker, Sept. 8 to June 30.

Junior civil engineer, Sept. 8 to June 30.

Junior electrical engineer, Sept. 8 to June 30.

Medical social worker, Sept. 8 to June 30.

Medical social worker (welfare), Sept. 8 to June 30.

Occupational therapist, Sept. 7 until further notice.

Psychiatric social worker, Sept. 8 to June 30.

Recreation leader, Sept. 7 to June 15.

Social investigator, Sept. 7 to June 15.

Stenographer, Sept. 27 to July 27.

X-ray technician, Sept. 7 until further notice.

Youth guidance technician, Sept. 8 to June 30.

While the filing periods are open, applications may be picked up and returned at the Application Section of the Department of Personnel, 96 Duane St., New York 7, N.Y.; two blocks north of City Hall and just west of Broadway.

Vets Hospital Needs Food Service Workers, Nurses and Assistants

Food service workers (full and part time), nurses, and nursing assistants are needed now by the Veterans Administration Hospital in Brooklyn, and applications will be accepted until further notice.

The nursing assistant jobs pay from \$3,500 to \$4,130 a year and require no training or experience, but applicants must be at least 18 years of age. These positions are listed on announcement No. 2-51-1 (60).

Nurses Needed

The practical nurse vacancies are in GS-3 and GS-4, which pay \$313 and \$337 per month to start. They are listed on announcement No. 2-57-2 (60).

All candidates must have practical nursing licenses, or must be eligible for them and have applied for licensing. The GS-3 jobs require no experience, but for the GS-4 jobs one year of experience is necessary.

The openings for food service workers pay from \$1.37 to \$1.73 an hour and are listed on announcement No. 2-57-3 (1960), for the full-time jobs, and No. 2-57-4 (1960) for the part-time positions.

Only men entitled to veterans preference may apply for the full-time jobs. Applications will be accepted from non-veterans for the part-time positions and will be given preference in the event of enough preference eligibles.

Complete information and application forms may be obtained from any post office where the announcements are posted; or from the Director, Second U. S. Civil Service Region, 220 East 42nd Street, New York 17, N. Y.; or from the Executive Secretary, Board of U. S. Civil Service Examiners, Veterans Administration Hospital, 800 Poly Place, Brooklyn 9, N. Y.

U.S. Needs Poultry Inspectors Now At \$4,345 a Year

Poultry inspectors are urgently needed by the U. S. Department of Agriculture for work in poultry eviscerating plants in the twelve northeastern states. These positions pay \$4,345 a year.

In addition to passing a written test, applicants must have had three years of experience handling meat or poultry, or they must have had college courses in appropriate subjects. Applications will be accepted until further notice.

Full information and application forms may be obtained from the Civil Service Representative at the local Post Office, or from the Executive Secretary, Board of U.S. Civil Service Examiners, U. S. Department of Agriculture, 6816 Market Street, Upper Darby Pennsylvania.

Fireman Test, Others Set to Open for Filing In October With City

An open competitive exam for fireman jobs with the City of New York heads the big list of tests that are set to open for the filing of applications this October.

Of the dozen exams that are opening on Oct. 5, half are open competitively and half promotion. They will remain open for filing until Oct. 25.

The lists of tests follows, with

title and salary range:

Actuary, \$4,850 to \$6,290.

Boiler inspector, \$5,450 to \$6,890.

Fireman, \$5,200 to \$6,581 (after Jan. 1, 1961).

Rubber tire repairer, \$4,560 a year.

Senior custodial foreman, \$4,250 to \$5,330.

Supervising custodial foreman, \$4,850 to \$6,290.

Promotion Tests

Promotion to actuary, \$4,850 to \$6,290 (Transit Authority, Teachers' Retirement System, Police and Fire Departments, and NYC Employees Retirement System).

Promotion assistant civil engineer, \$6,400 to \$8,200 (all departments).

Promotion to assistant mechanical engineer, \$6,400 to \$8,200 (all departments).

Promotion to assistant architect, \$6,400 to \$8,200 (all departments).

Promotion to senior housekeeper, \$4,250 to \$5,330 (Department of Hospitals).

Promotion to civil engineering draftsman, \$5,150 to \$6,590 (all departments).

After Oct. 5 applications will be given out and received for these examinations at the Applications Section of the New York City Department of Personnel, 96 Duane St., New York 7, N. Y.

ASST. BUILDING CUSTODIAN

The New York City Civil Service Commission has approved a recommendation to broaden its scheduled examination for promotion to assistant building custodian to include applicants from the Department of Health.

Test Results Due; Court Attendant, Correction Officer, Deputy Sheriff

The bureau of examinations of the New York City Department of Personnel has announced it will establish the final key answers to the big triple written examination for court attendant, correction officer and deputy sheriff sometime after labor day. The test was held June 25.

A spokesman for the examinations bureau told The Leader that protests of the tentative answers were still being processed and that no sampling or rating had been made, so he had no idea how many passed.

He said, however, that on the basis of past experience, "well over half" were expected to receive grades.

Many candidates in the examination competed in more than one of the three titles, some for all three. The court attendant title drew 4,350 candidates, while correction officer drew 2,142 and deputy sheriff drew 947.

Watch The Leader for future developments.

Transit and Housing Police Tests Opening; Patrolman Cancelled

The City's tests for housing officer and transit patrolman are set to open for filing as previously scheduled, on Sept. 7. The test for police patrolman has been cancelled.

The filing period for patrolman has been put off until further notice to allow a study to be made of Commissioner Kennedy's proposal that filing for patrolman be put on a continuous basis.

Applications will be accepted for housing officer and Transit patrolman from Sept. 7 to 27.

The salary for Transit patrolman will be from \$5,200 to \$6,581 a year after Jan. 1, 1961, and they are given a uniform allowance of \$125.

Housing officers are appointed at \$4,300 and receive increments bringing this yearly salary up to

\$5,500 a year. They get a \$110 uniform allowance.

There is no residence requirement for transit patrolman and housing officer.

Other than the physical requirements, the only requirement is a high school diploma or equivalency, which is required at the time of taking the test rather than when the application is filed.

Candidates for housing officer and transit patrolman must be at least 20 years of age when filing. The maximum age for Transit patrolman is 29, and for housing officer the maximum is 35.

Exceptions to the age requirements will be made for veterans.

Physical Requirements

Transit patrolmen must be at least 5 feet 8 inches tall, with approximately normal weight for

height, and have 20/30 vision in each eye separately, without glasses, and have normal hearing.

Housing officers must be at least 5 feet 7 inches, with the same vision and hearing requirements.

Apply to the Application Section of the New York City Department of Personnel, 66 Duane St., New York 7, N.Y., two blocks north of City Hall and just west of Broadway.

Chemist Test Cancelled

A recommendation has been approved by the New York City Civil Service Commission to cancel a tentatively scheduled examination for promotion to chemist (biochemistry) and to terminate the services of provisionals in this title in the Department of Hospitals.

Available Now

Training Bulletin Paves Way To Promotion for City Aides

The new 1960-61 training bulletin entitled "Evening Courses for City Employees" described in the Aug. 9 edition of The Leader is now being distributed to key supervisors in agencies throughout the City. It was announced last week by New York City Acting Personnel Director Theodore H. Lang.

The bulletin describes 45 voluntary evening courses designed to help City employees improve their job skills and prepare for promotion.

In addition to the 45 special evening courses, the bulletin includes information on the Board of Education's Regular Free Evening Program, the Municipal Colleges' Reduced Rate Program, and college scholarships.

Among courses offered this year for the first time are conversa-

tional Spanish, labor relations in New York agencies, speaking for radio and television, law for inspectors and court procedure for criminal court personnel.

Other Subjects

Other subjects covered are administrative techniques and human relations skills for supervisors, work improvement techniques, conference leadership, social case work supervision, public housing management, public speaking, effective writing, vocabulary building, reading improvement, Civil Service examination techniques, accounting, office practice, speed stenography, and IBM wiring.

College-level courses are offered, at a nominal fee, under the New York University-City College Municipal Personnel Program. For such City employees as clerical and blue collar workers, foremen and first-line supervisors, many free courses are offered under the Board of Education Special Evening Program.

Registration for fall classes will be held from September 6 to September 19. All classes are scheduled to start during the week of September 26.

Complete information on the 1960-61 voluntary evening program, and copies of the new bulletin, poster and flyer, may be obtained from the Training Division, New York City Department of Personnel, 299 Broadway, New York 7, New York (CO 7-8886, ext. 297).

ADS APPROVED FOR 14 MORE CITY TESTS

Official announcements for seven open competitive examinations and seven promotionals were approved last week by the New York City Civil Service Commission. This is one more step toward opening of a filing period.

The open competitive are assistant director (medical and psychiatric social work), claims examiner, heating and ventilation inspector, hoists and rigging inspector, investigator, senior supervisor (Psychiatric social work), and stationary engineer.

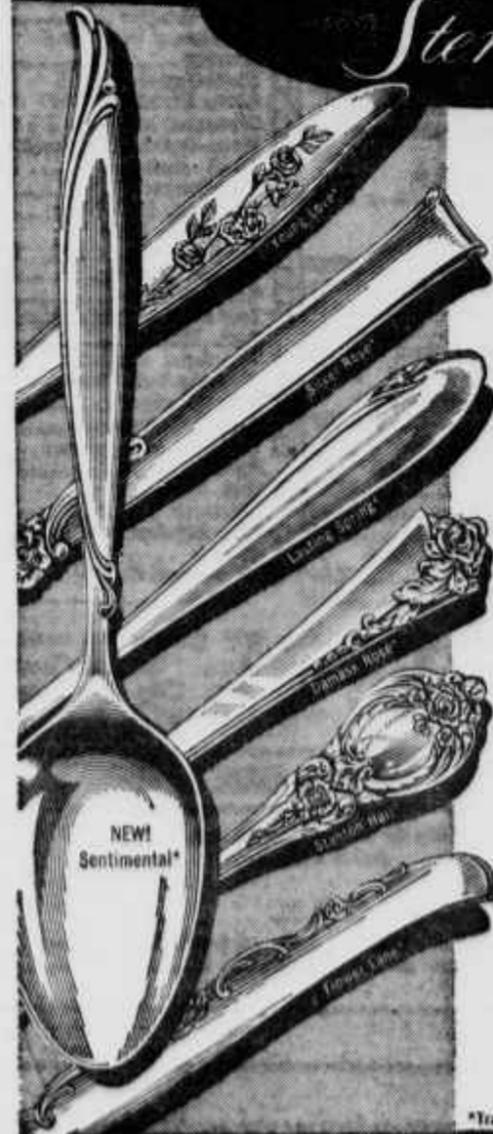
The promotionals approved are assistant architect (all departments), attorney (Law Department), captain (Police Department), junior architect (all departments), senior civil engineer (Housing Authority), senior supervisor (medical and psychiatric social work) (Hospitals Department), and stationary engineer (all departments).



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Southern Conference Meet Will Devote Its Attention To Resolution Program

The Southern Conference of the Civil Service Employees Association will hold its Fall meeting at Rockland State Hospital, Orangeburg, N.Y., at 8 P.M. on Sept. 16. The meeting is held annually in September, immediately prior to the annual C.S.E.A. October meeting, to give Conference dele-

gates an opportunity to review actions of the CSEA Resolutions Committee on resolutions submitted by the Conference. If any of these resolutions should be disapproved or need additional clarification, the delegates may authorize the Conference officers at this meeting to re-submit such resolutions with additional information and appear at the special meeting of the Resolutions Committee to argue and discuss the proposals.

A letter is being sent out to all Conference Chapters, requesting the chapter officers to bring to the meeting as many members as

they can. This is to be an important legislative year for all employees, and if employee interest is not developed one can not expect the Governor and Legislature to pay much attention to requests for salary increases and equalizations, and better working conditions in this election year, when political attention is focused on organized groups.

James Anderson, Conference president, has sent invitations to the following guests:

Joseph Felly, president of C.S.E.A.; Albert Killian, Raymond Castle, Vernon Tapper, Charles Lamb, and Claude Rowell, vice presidents of C.S.E.A.; Hazel Abrams, president of Capital District Conference; Sol Bendet, president of Metropolitan Conference; Florence Drew, president of Central Conference; Frank Casey, Thomas Laposello, and Jack Kurtzman, field representatives of C.S.E.A.; Harold Herzstein, regional attorney of C.S.E.A.; and Paul Kyer, editor of The Leader.

Officers Installed At Newark State

The newly elected officers of the Newark State School chapter of the Civil Service Employees Association were installed recently at dinner at Speck's restaurant in Newark.

Claude Rowell, fifth vice president of the State CSEA, installed the officers. They are: Mrs. Pauline Pitchpatrik, president; Andrew DeWolf, vice president; Karl West, secretary; and Mrs. Marie Donaldson, treasurer.

The outgoing president, William F. Stevens, paid tribute to the CSEA members who had retired during last year and those present as guests received certificates of appreciation and pins from the Chapter.

The third annual CSEA family picnic at Roseland Park on Wednesday, July 27th, was attended by over 300 persons. The chairman, Andrew DeWolf, the many men and women who worked with him, and William Verbridge, who was in charge of entertainment, received many compliments on the success of the affair.

At a meeting of the CSEA chapter executive committee, it was voted that Mrs. Marie Donaldson act as Newark State School representative to the Mental Hygiene Employees Association.

A retirement party was given in honor of Dr. Harry Feldman, supervising psychiatrist at Newark State School, on the evening of July 28th at the Old World Inn. The party was attended by his colleagues on the medical staff and many members of the various services.

Dr. Frank R. Henne, Director, expressed his gratitude as well as the appreciation of all the employees, patients, and their relatives for the fine services that Dr. Feldman had rendered in the institution. High tribute was paid to Dr. Feldman for his sterling character and high standards of duty and professional services by many others present. He was also presented a cash gift by his close associates.

Expressions of sympathy are being extended to E. Barker Everts, chauffeur at Newark State School, and Mrs. Dorothy Stark, head nurse, in the recent death of their brother, Kedzie M. Everts of Seneca Falls. Kedzie Everts will be remembered by his many friends at the school, as he was employed there for almost seventeen years as motor vehicle operator, prior to his retirement ten years ago. Funeral services were held in Seneca Falls on Sunday, with burial in Restvale Cemetery.

Mrs. Josephine Lay, staff attendant Inf. I-B, and her husband are vacationing at Kings' Point State Park on the St. Lawrence River. Mrs. Leona Dubler, attendant Infirmary I-B, with her husband and son are visiting their daughter in Los Angeles.

Correction Corner

(Continued from Page 3)

vice are the requirement of the future. Both are essential for the development of an affirmative, progressive program of correctional treatment. Because such a program will best protect the public, it will be espoused and supported by our taxpayers as no correctional system is today. We must face that fact that we are not doing a thoroughly professional job now. We need to use the tools which modern science has given us, and we need research—research to evaluate our methods and procedures, research to tell us where we succeed and where we fail. Above all else we need the vision to see clearly the tremendous significance of our own work and how it relates to that of others in our broad field. A professionalized service is a career service which offers inducements likely to attract qualified people who will render a lifetime of devoted duty under conditions that will make it possible.

In proposing a training authority I am mindful of the supreme importance of the almighty dollar and the opposition such a proposal might face. What would a training authority cost in the field of correction alone? I do not know. In my opinion the exact sum is important only in its relationship to what it would produce in increased public protection against the degradations of the criminals, caught and uncaught, who prey upon us all. I would remind you that many more or less able authorities charge constantly that the correction dollar now spent is almost wholly wasted, or at best produces only an insignificant return. I am sure any of us would admit that there is too much basis of truth in this charge.

Bureaucracy Recognized

Would a training authority increase our burden of bureaucracy? The history of government reveals that from the beginning it has always been bureaucratic no matter what its form. Many people have been and are afraid of the word "Bureaucracy". Neither do they like the word "Anarchy". I think that we ought to realize that government, hence public service, is inherently bureaucratic. Our concern should be that bureaucracy operate upon the highest possible plane of efficiency which would include wise economy.

You may well be asking yourselves who would operate a training authority. We have the means at hand. It could be our university of the State of New York, or our Department of Civil Service. Or both. This would no doubt require some expansion of these existing agencies. Of course, a working relationship with the several correctional services involved would be a part of the administrative machinery. A precedent, for example, is the training and certification of school teachers for public education. No one questions the wisdom of standardizing and controlling this area of public service. Why then need there be opposition to unifying another area of social service?

The Steps to Quality Service

Through a training authority high recruitment standards could be maintained. This would assure the selection for training of those persons of demonstrated mental, emotional and physical fitness, and would be on a competitive basis. Training should be organized on the basis of background information and know-how. In other words, theoretical knowledge and performance knowledge. The curriculum should be organized on a basis of job analysis in each function for three purposes:

- First, recruit training;
Second, improvement of current performance;
Third, promotion.

It should be presented in an organization pattern coordinated with the steps in the promotional ladder. It should also encompass a broad knowledge of all of the related fields. There must be provision for a comprehensive in-service training that will include all functions required in the performance of the total task.

One of the valuable outcomes of such a program might well be that we have trained each man to the extent that he can interpret fully and honestly what the correctional effort is, and thereby create a more favorable public reaction to the program. We must not minimize the importance of good public relations.

I am not expecting that a training authority will be an accomplished fact very soon. Therefore, in spite of whatever results we get from what we do in training our workers now, I hope that it will be done over more vigorously. I could have spent the few minutes at my disposal discussing our current activities. I have been writing and speaking about these for so many years that I may be a little tired of repeating the obvious about the obvious. And you no doubt share my feeling. I have chosen instead to discuss an idea that is more advanced. It is people in an audience such as this who can be most helpful in stimulating progress. I hope you will give the idea of a training authority in our state's correctional service more than a passing thought. If you do we may get some place with it.

When I prepared these remarks it occurred to me that my proposal for establishing a training authority for correctional workers at this time might be a little radical. However, at a meeting I attended I learned that statutory provision for training police is now an accomplished fact. This is a most significant fact. This is a most significant advance. It should now be easier for us to go all the way in providing by law that all workers who deal with the criminal be professionally trained. When that time comes, only then shall we be able to coordinate all of our efforts to combat the criminal.

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