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STATE

# Civil Service LEADER

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**H** **Affect**  
**State Employees**  
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*'No Experience'*  
**WAR JOBS**  
FOR  
**3A's, 4F's**  
AND  
**WOMEN**  
*See Pages 5, 16*

**BECOME A  
TECHNICIAN**  
*Get Into*  
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Federal Employees:

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**General Bradley: Draft Status of Employees**  
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**N.Y.C. REOPENS TEST  
FOR COPS, FIREMEN**  
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## Axe Slashes Many Federal Positions Away

WASHINGTON.—The Budget Bureau axe has fallen on Federal agencies, and many of them have been told to make fairly substantial reductions in personnel.

For example: Agriculture Department, with about 65,000 employees, has been told to trim 4,000. Its Farm Security Administration will be hardest hit.

Federal Housing Administration, with 4,000 employees, has been told to cut about 10 per cent.

Panama Canal has been given "an extremely stiff" cut of unannounced size.

### New York Group Hit

Labor Department has been told to slash its non-war functions, and at least part of the cut will have to come out of Wage and Hour Division, now in New York.

Board of Economic Warfare, with about 2,850 employees at present and an additional 160 scheduled for transfer from.

Reconstruction Finance Corp. has told its personnel must be limited to 2,900.

### Civil Service Loses

The Civil Service Commission has been cut by several hundred. Tariff Commission, Federal (Continued on Page Fourteen)

# 'Civil Service Status'—What It Means, Who Gets It, How It Works

Many Federal employees are mystified by "civil service status." To unravel these mysteries—or some of them, at least—The LEADER asked the United States Civil Service Commission for the answers. Here they are. This is an article calculated to inform; its entertainment value is not very high. The subject of status has never been discussed in this detailed, analytical manner before. While it doesn't make easy reading, it's important for every Federal employee.

What is civil service status? Who has it? How is it attained?

If you are a "for-the-duration" employee of the Federal Government, answers to your questions about status are apt to be on the negative side, for you don't have status, and can't—by the terms of your appointment—acquire it. On the other hand, your war service appointment entitles you, for the period of your employment, to just about everything that normally goes with status, including transfer and promotion rights. (Since March 16, 1942, when the Commission's War Service Regulations went into effect, all appointments—except to positions in the Postal Service (field) and to the position of park policeman

in the Department of the Interior—have been for a period not exceeding 6 months after the war, unless otherwise limited).

### Who Gets Status?

Civil service status may be defined as the standing of a person who—

(1)

Has taken a competitive examination, received a probational or probational-indefinite appointment, and completed his probational period, or was reached, on an appropriate civil service register, for probational or probational-indefinite appointment while serving under temporary appointment or in a non-classified position, and met the other requirements of physical ability, member of family, etc.) for such appointment; OR

(2)

(a) Is the incumbent of a non-classified position which is brought into the competitive

classified service by an act of Congress (such as the Ramspeck Act of November 26, 1940), by Executive order (such as Executive Order No. 7916 of June 24, 1938)\*, or by administrative action, and (b) qualifies for classification by meeting all requirements for acquisition of a classified status prescribed by the act or Executive order or, where the act or Executive order fails to prescribe specific requirements, by the appropriate section of Civil Service Rule II (which deals with classification of the service); OR

(3)

Has been accorded a classified status by special act of Congress or Executive order. Thus it is possible, in some instances, for Federal employees originally appointed to non-classified positions (positions excepted from civil service requirements)

\*The placing of previously nonclassified positions within the classified service, by authority either of an act of Congress or an Executive order, has come to be called "blanketing in."

to acquire classified status during their service.

### War Service Appointees

But war-service appointees, although usually appointed to classified positions, for which they have sometimes competitive, sometimes not—do not acquire a classified status by virtue of war-service appointment.

A Government employee who has a classified civil service status is eligible for transfer, promotion, and reinstatement to positions in the classified civil service.

### Former Employees

What of former employees who wish to re-enter the Government service during the war emergency? The question of status does not enter into their prospects for reappointment; they may be reappointed regardless of their former status, if they possess the necessary qualifications for the position. (Continued on Page Fourteen)

## New Pay Bill Before Congress Much Less Generous Than One Senate Group OK'd

By CHARLES SULLIVAN

WASHINGTON.—Two Federal pay bills now are before Congress as proposed replacements for the stop-gap pay act which expires April 30.

The second was thrown into the hopper last week when the House Civil Service Committee voted to report a measure which retains most of the features of the present pay act.

Specifically, here is what the House Committee recommended:

- 1—Overtime pay, at the present time and one-quarter rate (some figure it as time-and-a-twelfth).
- 2—Retention of the present ceiling which denies overtime pay to employees making more than \$5,000—and further provides that overtime and base pay cannot exceed that sum.
- 3—A 15 per cent bonus (instead of the present 10 per cent) for employees who can't work overtime.

4—A 15 percent bonus (instead of the present 10 percent) for Legislative and Judicial employees.

5—Overtime pay (instead of a bonus) for employees of Library of Congress and Botanic Gardens.

### Much Less Generous

The House version is considerably less generous than that reported two weeks ago by Senate Civil Service Committee.

The Senate bill would eliminate the ceiling on overtime pay. It would give the \$5,000 man exactly as much overtime as the \$2,900 man.

It would give a flat \$300 raise to employees whose overtime would not equal that sum.

It would give a flat \$300 raise to employees who can't work overtime, and to employees of the Legislative and Judicial branches.

Also, it would give a flat 12½ cent per hour raise to part-time workers.

### Ceiling to Remain

One way or another, it seems fairly certain that the present

\$5,000 ceiling will stand. There is almost no possibility that the House will knock it out when it comes to a test on the floor. And if it comes to a showdown between the House and Senate versions, it is doubtful if the Senate would put up any real fight to eliminate the ceiling.

## How You Can Get A Merit Promotion

WASHINGTON.—Civil Service Commission, in a new departmental circular, has spelled out in fairly good detail just exactly how you can get one of those within-grade "meritorious" promotions with which the Government rewards unusually outstanding service.

"Meritorious" promotions usually are of one step only. In some cases, however, two-step raises are permitted.

Here, in general, is what civil service had to say about them:

—They should be awarded only "for an act of service in the public interest" and one related to the employee's job.

—The act should be over and above normal job requirements.

—It should be of an unusual or distinctive character.

### Must Serve Others

—It should serve as an incentive to others.

Getting further down to cases, the Commission suggested that you should be able to win a "meritorious" promotion in any one of the following ways:

1. By setting a "previously" unattainable production record.
2. By devising new and improved work methods that result in substantial savings in manpower, time, and expense.
3. By improving morale of fellow workers in a way that results in substantial saving in manpower, time, and expense.
4. By heroism.
5. By developing new training methods that result in substantial savings in manpower, time, and expense.

There is, of course, no guarantee that if you do these things you will be rewarded with a "meritorious" promotion. However, the Commission has urged its standards as a guide to the agencies, and, in general, they probably will be followed.

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Civil Service NEWS BRIEFS

Applications Again Being Received For NYC Cop and Fireman Positions

Prefer Men in 38-50 Age Group

It is still possible to apply for a position as a patrolman or fireman in New York City's service.

Last week, the Civil Service Commission counted the applications which had come in as a result of its call for men to fill military vacancies in the Police and Fire departments—and found that only 3,522 had filed.

obtained at the offices of the Municipal Civil Service Commission, 96 Duane Street, Manhattan.

The positions, which are for the duration of the war, will be of particular interest to older men. Filing is open for men up to the age of 50, and those from 38 up will probably get preference in appointments.

Mostly Younger Men

A spot check of the applications received so far by the Commission revealed the interesting fact that well over 60 percent of those who had filed are under 38 years of age.

sition at the same time. They were probably especially interested in this position in view of the fact that it is permanent, whereas the patrolman and fireman positions are temporary for the duration of the war.

Written Exam May 1

By the time final returns came in, the Civil Service Commission had decided to hold the written examination for the patrolman-fireman position on Saturday, April 17.

Physical and medical tests for the correction officer and for the patrolman-fireman candidates will follow the written, and will be held together.

and medical examination. His scores will be recorded on the forms for both examinations. Physical standards on the two examinations will cover the same subjects, but are slightly different.

Deferment for Men 38 to 45

What about deferment for those 38 to 45 years of age? Should men in this category be called in the draft, there is reason to believe that they will be deferred by the draft boards.

Turn to page 10 for complete details about the patrolman-fireman tests; and to page 4 for study material.

At its meeting last week, the Municipal Civil Service Commission took the following actions, among others:

Decided to prepare an announcement for the position of tunnel officer, as part of an open-competitive examination for the title. However, the exam was not officially ordered, and probably won't be given for some time to come.

Decided that female attendants on temporary jobs need no longer take physical examinations.

OK'd a recommendation to order an open-competitive examination for the position of bookkeeper.

Reserved decision on a request of Police Lieutenant William P. Flaherty for additional credit based on war service in determining his mark of record and seniority for the Police Captain list.

Took note that the resignation of George J. Pratt, a laborer in the Parks Department, had been rescinded and that he was on military leave beginning April 1.

Approved two changes in the tentative key answers for the position of playground director, grade 1, (male).

Adopted a proposal to amend the rules affecting policemen and firemen by striking out a paragraph reading: "No candidate shall be eligible for promotion whose ascertained general average is less than 80 percent."

Two jokers in the State administration bill abolishing the Transit Commission were rubbed out before the measure finally passed. Both were put in the bill unbeknown to its sponsors.

State employees should get ready for a 48-hour week in the very near future. Men who file for the police-fire test will be investigated for character both by the Civil Service Commission and the Police Department.

Hearings Set on Filling Vacancies

May the Parks Department fill one vacancy in the position of general mechanic at \$7 a day on a temporary basis? A public hearing is scheduled for Tuesday, April 6, at 2.30 p. m. to help this question.

Two other public hearings are on the calendar for the same day. One will take up a recommendation to appoint 5 provisionals as second assistant marine engineers (Diesel) in the Department of Public Works for the duration.

What the Employee Organizations Think About the Mayor's New Budget

The official views of civil service organizations about the pay adjustments released by the Mayor last week coincided pretty much with the views of employees: some gratification that raises had come through, but dissatisfaction with the amounts, and with the \$2,500 ceiling.

Below are excerpts from the views of a number of employee organizations:

Association of Civil Service Employees of the City of New York

"While we consider the increase in salaries a fine gesture, senior employees who receive salaries in excess of \$2,500 do not appear to be recognized. It should be recalled that no legislation has been adopted since 1929 to benefit this class of employees, yet during the

emergency period 1932 to 1935, these same employees had their salaries cut substantially. This money has never been refunded. We hope the Mayor and the Board of Estimate will provide a general increase for all."

State, County, and Municipal Workers of America (CIO)

"The success of City employees in the present wage increase campaign was determined by the ability to break down the City's arguments that money for wage increases was not available. It was the SCMWA which did that job. Our persistence in exposing the falseness of City on administration's cries of bankruptcy was primarily responsible for causing the change in the Mayor's position. We are still convinced that the City is capable of meeting the full 15 percent wage demand of its employees, particularly in view of our estimates that the present

increase represents only \$750,000 increase in personal services over last year's budget. We intend to fight for and we intend to win



Budget Director Tom Patterson last week finished up one of the toughest jobs in New York City's service—preparation of the budget.

the full wage program of our organization."

American Federation of State, County and Municipal Employees (AFL)

"We are grateful for the action and we think it is a step in the right direction, but it leaves two important problems facing New York City civil servants unsolved: (1) meeting the higher cost of living; (2) meeting the attractive salaries offered in private industry which is causing the City to lose many of its best men. The omission of those earning above \$2,500 from the increase is unacceptable to this union. These same employees were omitted from the McCarthy increment law and they're left out again. We should put civil service on a war basis and streamline it to eliminate duplication of effort. With resignations and military leaves, surpluses in the departments could provide sufficient funds to give all a living wage. Unions could fill a valuable job in advising on the preparation of the budget."

Civil Service Forum

"The increases granted by the Mayor to those earning up to \$2,500 per year are welcome and vitally necessary, but employees in the pay bracket above that figure are keenly disappointed over the neglect to provide for them. They, too, must meet the

(Continued on Page Sixteen)

Employees Not Too Pleased Over Mayor's Pay Raises

How do employees feel about the Mayor's budget announced last week?

As LEADER reporters covered the employees in municipal departments late last week when the word "raises" hit the air, there was visible a strong stirring of elation. Over Thursday, Friday, and Saturday, however, the emotional graph-line kept steadily falling. The general impression was expressed by one clerk in the Parks Department. Said she:

"The truth is, I didn't expect anything, so this is better than nothing. But it's very little indeed."

Cops, Firemen Dismayed

Hottest under the collar were members of the Police and Fire departments, who felt completely left out in the cold. They had lost out in their attempt to have the State OK an increase; and now the Mayor, in his first magnanimous gesture in years, had left them out in the cold, too. There was mingled anger and dismay in the words of almost every member of the uniformed forces approached by LEADER reporters.

Said one patrolman: "What are we—the stepchildren of every administration? Don't we have to cope with higher living costs, like everyone else?"

Employees to Ask More

Evidence accumulated over the weekend that employees would not accept the budget as it now stands. When the Board of Estimate meets on Friday, April 9, at 9.30 a. m., to hear municipal employees voice their pros and cons on the budget, it will be surprised to find that employees are not mightily pleased by it all.

It will find employees asking not only larger increases (said one: "This means less than \$2.50 additional a week. It doesn't help very much in supporting my family) but a host of specific questions, like these: What happens to the pay of men earning between \$2,400 and \$2,500 a year? The budget message is a little hazy on this point.

Among the lower paid employees of the Hospitals Department, who gets \$60 increase, who gets \$120 increase?

Why can't the \$1,200 minimum be given to everybody?

What about per diem men earning the prevailing rate of pay. Do they get the additional 50 cents a day promised by the Mayor?

Why couldn't there be a straight \$300 bonus for all employees, such as the proposal discussed for Federal employees?

Why do the raises stop at \$2,500?

This week, there are meetings of all the employee organizations to outline budget strategy.

How the Budget Affects You

- 1. If you are a clerk or typist earning between \$960 and \$1,200, you'll get a \$1,200 minimum.
2. If you earn between \$1,200 and \$1,800, you're entitled to a pay raise of \$120 a year.
3. If you earn between \$1,800 and \$2,400 (and get increments), you're entitled to a pay raise of \$120 a year.
4. If you earn between \$1,801 and \$2,500 (and you don't get increments), you're entitled to a pay raise of \$180 a year. This will affect mostly men in the Sanitation Department.
5. If you're a per diem employee earning less than the prevailing rate of pay, you get an increase of 50 cents a day.
6. If you have an increment coming to you, these pay increases will be on top of the increment.
7. If you work in the Department of Hospitals, as a helper, attendant, practical nurse, laundry worker, you get an increase of \$60 over your present salary. If you're a cook or butcher, you get \$120 extra. If you're a helper doing heavy work or have a specialized skill, you'll be raised \$120.
8. If you now earn above \$2,500, you get no increase. However, the Budget Director may set a slightly higher top (possibly \$2,560) and you would be raised to that top.
9. The new salary schedule goes into effect July 1.



# Qualities of an Officer In the Fire Department

The following analysis of the qualities necessary for an officer in the Fire Department was written by Frederick J. Bowlen, Battalion Chief, San Francisco Fire Department. It should be read not only by every fire officer, but by every prospective fire officer, and by men who hold the positions of leaders in any other department. The story is printed through the courtesy of the National Board of Fire Underwriters.

To be an efficient officer you must be: first, a good disciplinarian, and second, you must acquire and use those qualities that characterize natural leaders of men. You must have the respect of your men, their unhesitating obedience, and if you are man enough to win it, their enthusiastic loyalty.

You must always be prepared and ready to play your part in the game, to master every situation and to transform chaos into order. A bluffer, on the other hand, who deliberately tackles situations containing unknown factors, is a sorry sight pretending to lead men in the ranks who know their part better than he does.

The bigger the man the finer his simplicity. Remember always that pomposity or "airs" are like an

inflated toy balloon. Some day a pin punctures it and the result is pathetic. Build your popularity on qualities of justice and fairness to all, inflexibility in demanding obedience, faithful performance of duty, constant vigilance for the welfare and interests of your men and, above all, on such forethought and preparation for the conduct of your office as will inspire respect and admiration for your ability as a leader. The proper handling of men calls for patience.

The holding of an appointment does not make an officer a leader. Very often people who are most eager in forwarding another's appointment to a high office quickly become his enemies. Thinking themselves entitled to much, they often require more from him, whom they have helped to raise, than is fitting. When he cannot yield to them, they are offended and enmity and suspicion arise on both sides.

Politics often raises a man to a higher ranking position than he is fitted for as a leader of men. His ego becomes inflated and he considers himself the great "I AM." Baffled and then infuriated by unimportant happenings, he is riled and shouts commands that would put an ordinary person to shame, and he often humiliates officers of lesser rank through his ignorance.

The best attributes in character and personality of all the leaders include simplicity, earnestness, self-control, common-sense, judgment, justice, enthusiasm, perseverance, tact, courage, faith, loyalty, truthfulness and honor.

(Continued on Page Thirteen)

## Police Quota

March 31

	Quota	In Service
Chief Inspector . . . . .	1	1
Asst. Chief Inspector . . . . .	4	4
Dep. Chief Inspector . . . . .	12	12
Chief Surgeon . . . . .	1	1
C. O. Detective Div. . . . .	1	1
Inspectors . . . . .	29	29
Deputy Inspectors . . . . .	28	28
Captains . . . . .	117	116
Lieutenants . . . . .	628	598
Lieut. (Act. Capt.) . . . . .	37	36
Sergeants . . . . .	1,047	1,045
Patrolmen . . . . .	16,706	15,564
Policewomen . . . . .	190	189
Veterinarian . . . . .	1	1
Supt. of Telegraph . . . . .	1	0
Asst. Supt. Teleg'ph. . . . .	1	1

## Fire Dept. Quota

March 31

Allowed	In Service
1 Chief of Department . . . . .	1
54 Deputy Chiefs . . . . .	49
160 Battalion Chiefs . . . . .	157
1 Chief Medical Officer . . . . .	1
5 Chaplains . . . . .	5
365 Captains . . . . .	334
1069 Lieutenants . . . . .	1034
11 Medical Officers . . . . .	11
1 Chief Fire Marshal . . . . .	1
36 Engineers of Steamer . . . . .	33
2 Chief Marine Engineers . . . . .	2
80 Marine Engrs. (Unif'md) . . . . .	75
40 Pilots . . . . .	37
8973 Firemen . . . . .	8536
53 Stokers . . . . .	44

## Office Appliance List Is Cancelled

The Municipal Civil Service Commission will not hold examinations under the general title of Office Appliance Operator in the future. The office appliance operator list has therefore been cancelled, except for the specialties—Felt and Tarrant Comptometer and Burroughs Computing Machine Operator.

Miss and Mrs.! Lots of things you want just for you—you'll find tips and hints in Reader's Service Guide, page 13.

# City Promotion Measure Awaits Governor's Signing

A grievance about which many New York City employees have complained for several years may shortly terminate. A bill now in the Governor's hands would, if he should sign it, provide a system of widened promotion opportunities to the City's employees who have been chafed by the narrow "single-line" intra-department promotion system which now prevails.

Approved almost unanimously by civil service groups and civic organizations, the measure will permit promotion without regard to department lines. It will enable the courts to modify their

ruling that City-wide promotion lists are invalid if a departmental list could have been prepared. Under the new measure, after a departmental list has been exhausted, City-wide promotion lists may be utilized.

The present system has resulted in many dead-end jobs, which is considered by many as contrary to the best interests of merit. Under current practice, employees doing satisfactory, even excellent work in one department are not eligible for promotion unless a vacancy occurs in their department. In wartime especially, this system is cumbersome and wasteful. The new measure would enable the choosing of replacements from among qualified eligibles without regard to department lines, and would authorize greater flexibility in promotion arrangements as well as improve employee morale and efficiency.

An interesting development in this respect was the request made by a number of employees that the Municipal Civil Service Commission place their names on open-competitive rather than promotion lists, since the open-competitive list would permit them to enter any department, and not be confined to their own. The Commission laid over action for one month. By that time action may be unnecessary, if the Governor signs the bill.

## New List to Fill Police Jobs Open In NYC Subways

In addition to positions in the Police and Fire departments, men who make the list as a result of the forthcoming patrolman-fireman test may also be considered suitable for policing jobs in the subways. The Board of Transportation absolutely refuses to consider hiring men over 29 on a permanent basis. It appears impracticable to hold an open-competitive examination for the position of special patrolman to fill the subway jobs—since the number of available men would probably be negligible. So the Commission and the Board of Transportation are talking over the prospect of placing men from the forthcoming patrolman-fireman examination in the subway positions.

The present men who hold positions as special patrolmen in the Board of Transportation are assured of police positions in the very near future, as are others on the number 2 list. One surprising fact came up this week: it seems that a few of the subway cops prefer to remain where they are, don't wish to take jobs in the Police Department. However, there aren't enough of these lads to worry about.



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# What Cops, Firemen Should Know

## Study Aids for the New York City Police-Fire Examination

The following questions, third of a series to run until the exam is given, are designed to acquaint the candidate with type of material he may face on the actual examination. Study the questions and answers not with a view to memorizing a lot of facts, but rather to acquaint yourself with the kind of things to expect when test-day rolls around. You won't be tested for the amount of knowledge you have—but for your judgment, reasoning ability, and capacity to act with common sense.

11. If, during a certain period of time a city of 3,000,000 has K accidents per L number of population, the number of accidents during this period of time is calculated to be (A) K times L divided by 300 (B) 3,000,000 divided by K times L (C) K times 3,000,000 divided by L (D) K times L divided by 3,000,000 (E) none of the foregoing.

12. Suppose a certain prison receives H new convicts and releases K inmates during a certain month. If there are L prisoners released during the whole year, the average number released during the year is (A) always greater than H (B) always less than K (C) commensurate with the ratio of H to 12 K (D) a fraction whose numerator is L and whose denominator is 12 K (E) less than H plus 1/12 of L.

13. On an average, the Police Department makes A arrests per month, while there are, on the average, M convictions per year. The number of annual arrests exceeds the number of annual convictions by approximately (A) 12 times the difference between A and M (B) 12 A minus M divided by 12 (C) 12 A minus M (D) A plus M (E) A minus 12 M.

14. A radio car going 20 miles on every gallon of gas goes a mile every four minutes, on the average, during a certain period of time. Its gasoline consumption is then (A) a gallon and a third every hour (B) a third of a gallon every 20 minutes (C) can only be computed if more information is known (D) two gallons every three hours (E) a gallon every one and one-third hours.

15. A radio motor patrol car can attain a maximum speed of F miles per hour. The maximum number of feet which the car can traverse in one second is (A) F times 60 divided by 5,280 (B) 5,280 divided by F times 60 (C) 5,280 times 60 divided by F (D) F times 5,280 divided by 60 (E) F divided by 5,280.

16. The average number of arrests per month in New York City during 1940 was K. Of all offenders arrested, L percent were juvenile offenders. The total number of juvenile offenses during 1940 was (A) 100 divided by 12 times K times L (B) 12 K times a fraction whose numerator is L and whose denominator is 100 (C) approximately 10 divided by K times L (D) 100 L divided by 12 K (E) a number different from all the foregoing.

17. A car going 25 miles per hour covers the following number of feet each minute, (A) 22,000 (B) 8,800 (C) 60 times 25 divided by 5,280 (D) 25 divided by 60 times 5,280 (E) 5,280/25 of 60.

18. Suppose there is a total city payroll of K dollars, of which L are for the members of the Police Department, and that there are in all D city employees, of which G are members of the Police Department. The average pay of City

employees not members of the Police Department is (A) K divided by D (B) K minus L divided by D (C) D minus G divided by K minus L (D) K minus L divided by the difference of D and G (E) none of the foregoing.

19. The monthly expense of the City departments totals S dollars, of which P are needed for the Fire Department and Q for the Police Department. All departments except the Police and Fire departments have a total yearly expense of (A) 12S minus P minus Q (B) 12 times the sum of P and Q diminished by S (C) S diminished by the sum of P and Q, and then multiplied by 12 (D) S minus P minus Q (E) none of the foregoing.

20. The monthly property loss in the city as a result of fire is, on the average, A dollars, of which B dollars are the average lost in a certain district. The average property loss of all other districts during the year is then (A) the difference of A and 12 B (B) the product of 12 and A plus B (C) the product of 12 and the difference of A and B (D) 12 B (E) none of the foregoing.

Answers to last week's problems: (1) C; (2) E; (3) D; (4) A; (5) C; (6) C; (7) D; (8) E; (9) B; (10) E.

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# Employees Get Time Off To Attend Baseball Game

A number of departments and civil service employees are helping in Harry Langdon's big drive to make a success of the triple-staged baseball games to be staged for civilian defense on Wednesday, April 14. Civil service employees are doing all the administrative work, accounting, and clerical details. We sauntered over this week to have a look at the boys and girls firing look at the sumptuous Fifth Avenue headquarters of the CDVO. Here's a list of their names by department:

- Police Department—Samuel McDonnell (attendant); Estelle Abramson (stenographer); Jean Joyce (stenographer).
  - Teachers Retirement System—Max Epstein (clerk).
  - Board of Water Supply—Anthony Barrett (clerk); Philip Arth (clerk).
  - Department of Public Works—Jim Nelson (clerk); John Addeo (clerk).
  - Department of Welfare—Irving Meadows (clerk); Salvatore Milari (clerk); Irving Gold (clerk).
  - N.Y.C. Retirement System—Isadore Shapiro (clerk).
  - Board of Transportation—Vero Saccagno (male stenographer).
  - Triborough Bridge Authority—Isidore Braverman (clerk).
  - Department of Purchase—Howard Miller (clerk); Emil Schrivneck (clerk).
- Supervising it all is energetic,

resourceful Harry Langdon, whose job it is to fill the stadium for the big game, and to see that everything goes off without a hitch. His official title is treasurer.

There will be two games played, the first between the Dodgers and Yankees. Winner then plays the Giants. Between the halves there will be smart entertainment, including a demonstration by 500 WAVES. In case it rains on the 14th, the games will be held on Friday, April 16.

### Tickets

Tickets can be had at these prices: \$1.10, \$2.20, \$3.30, \$4.40. There are 50,000 of the \$1.10 variety, and civil service employees are urged to go see the game. You can purchase tickets at any of the borough offices, at City Hall, at 120 Broadway, and in the booth at Pershing Square.

Even though the city departments are short-handed, they contributed their employees to help raise funds for the CVDO. Very good, say we.

### Time Off

If you purchase a ticket, you can get the afternoon off to go to the game. The Mayor has issued an order to all departments saying that employees going to the game are to be allowed the afternoon off. So hop to it, kids; step right up this way. Get your tickets now!

## Like to Write? Want To Help Write a Column About Your Department?

The LEADER'S editors are considering the prospect of adding several new columns about various government departments, City, State, and Federal. We want your advice. If you'd like us to start a special column about your department, won't you please clip this and send it back to us with answers to the two questions below? Our address is 97 Duane Street, NYC. Thanks.

I'd like you to start a column about the ..... Department

I'll help by contributing news items .....

Name .....

Address .....

P.S.—If you have any ideas about what should be included in a column dealing with your department, we'd be glad to hear about them.

## Laborers Can Earn \$40 in War Production

New job openings as laborers in abrasive and polishing materials have been announced. The positions are in Niagara, N. Y.

Employees work a 48-hour, 6-day-week, receiving time-and-a-half for all work over 40 hours. Pay starts at 77 cents an hour with automatic increases being given the first Sunday of each quarter. The average paycheck for 48 hours is \$39.64. The maximum pay for linemen is 96 cents per hour, and for production men, \$1.20 per hour.

The duties of the job consist of feeding jaw crushers and sifting machines and loading and unloading trucks. Learners make finishing wheels, load oven furnaces and kilns. No experience is required for the position.

### 18 to 55

Men 18 to 55 are eligible. They must be draft deferred and able bodied. Proof of citizenship must be presented; aliens will be accepted after they have been approved through the government alien questionnaire. Transportation will be supplied by the employer.

Living quarters in Niagara are scarce, but single rooms are available. Fifteen dollars a week should be allowed for room and board.

Application for this job may be made at the United States Employment Service, 87 Madison avenue, Manhattan.

## Dewey Has Bill Providing System of Grievance Appeals

The Governor's approval is all that remains to permit the establishment of Advisory Appeal Boards for employees in New York City, under the bill introduced by Senator Seymour Halpern and passed by the Legislature. The Municipal Civil Service Commission may appoint one or more of these advisory boards, which will each consist of three qualified persons.

### May Ask Review

Under the provisions of the bill, any employee fined or suspended may, within thirty days of this action, appeal to his advisory board for a review of the case. Decisions may also be sought by the disciplining officer, either before or after an action is taken.

The board will then conduct an investigation, having the power to summon witnesses. Technical court rules of evidence are not required. The decision is rendered to the local Civil Service Commission. The bill specifically notes that decisions of the board are advisory only, and that final action is left in the hands of the department affected.

The Citizen's Union, one of the sponsors of the bill, points out that this last provision is most important, because if employees could be reinstated over the head of executives in charge of departments, there might be friction and resentment which would interfere with the proper departmental functioning.

The basic model for the bill is the grievance machinery which had been set up in the Welfare Department.

## Queens St. George Group Elects Manley DeBevoise

Charles Manley DeBevoise, head of the photographic department at Queensboro Hall, Kew Gardens, was elected president of the St. George Association of Municipal Employees of Queens.

Mr. DeBevoise succeeds Andrew K. Johnson, assistant engineer in charge of the Highways Engineer-

ing Construction Department of Queens. Other officers elected:

First vice-president, Wilbur Lincoln, connected with the Department of Water Supply, Gas and Electricity; second vice-president, David A. Henderson, of the Tax Department; third vice-president, John E. Worster; recording and corresponding secretary, Ida Fargue; financial secretary, George Brandt; treasurer, Fred Woehrlin, and directors, Andrew K. Johnson, Leon Schoonmaker, George Allen, Frederick Dressel and Augustus H. Arriens.

## ACTION ON CITY LISTS

### Grade 2 Clerks Get College Work

Twenty-one clerks were certified from the clerk, grade 2, (female) list, for work in the College of the City of New York. The last number reached was 641. The positions are permanent at a salary of \$1,200 per annum.

### Transportation Board Fills Maintainer Jobs

The Board of Transportation has received 54 names from the list for maintainer's helper, group D, and 49 names from the promotion list for maintainer's helper, group B. The positions to be filled are all permanent and pay the salary of 65c per hour. The last number certified on the group D list was 813; on the group B list, number 106 was the last to be certified.

### Pharmacist List Sees Action

The recent list for assistant pharmacist, promulgated March 23 of this year, has begun to move. Ten names were certified for positions at \$1,200 a year. The last number reached was 12. One permanent and three temporary vacancies exist in the Department of Purchase, and a few permanent and temporary openings exist in the Department of Hospitals.

### Structure Maintainers Go to Two Depts.

Number 115 was the highest number reached on the list formerly called structure maintainer (woodwork) and now retitled structure maintainer, grade A. Twenty-four names were certified to the Board of Transportation for permanent positions at 80c an hour. The structure maintainer's (plumber's helper) list, also had

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twenty-four names certified to the Board. These names are to fill four permanent vacancies and one temporary in the Department of Education at \$6 a day. The last number to be certified from this list was 109.

### Fire Telegraph List Soon to Terminate

Four names were certified to the Fire Department from the promotion list for fire telegraph dispatcher at \$3,120 per annum. The last number certified was 12. The positions are on a permanent basis. The list terminated April 5.

### Only 5 Eligible As Siren Attendants

Only five names were qualified from the auto engineman list as appropriate for siren attendants in the Fire Department. The positions are indefinite, for the duration and, the salary is \$1,800. The last number reached was 1110.

However, a new canvass and exam will be held for the balance of the list and additional names will be certified as soon as possible.

### Supermen Just Keep Rollin' Along

There's no stopping the supermen. Sixty-four names were certified as Class B, and 3 as junior sanitation men to the Department of Sanitation. Appointments are permanent. The salary for the Class B men is \$1,920, and \$1,500 for the junior sanitation men. 1982 was the last number certified as Class B; for junior sanitation men the last number is 3839.

## Welfare Girls Get Higher Service Ratings

The New York City Civil Service Commission at its meeting last week approved the recommendation to change the service ratings for the following persons. These changes may affect their status on their respective promotion lists:

- Helen Mazur—Promotion list to clerk, grade 2 (Department of Welfare) increased from 76.76% to 77.00%.
- Frieda Tumin—Promotion list to stenographer, grade 3 (Welfare) increased from 71.75% to 72.75%.
- Helen L. Mayer—Promotion list to stenographer, grade 3 (Welfare) reduced from 74.25% to 73.50%.
- Jeannette Kaplan—Promotion list to stenographer, grade 3 (Law) 79.15% to 79.40%.

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## Higher Pay for State Employees Already Started

ALBANY.—More than \$10,000,000 in added pay will go into the pockets of 55,000 State workers during the fiscal year which began last Thursday, April 1. On top of group increases aggregating \$4,000,000, or more (for Field-Hamilton increments, Mental Hygiene employees bonuses of \$109 each, raising minimum salaries to \$1,200 and a \$200 raise for State Police), every employee getting \$3,975 or less will get an over-all increase, effective May 1.

Governor Dewey this week signed the over-all pay raise bill, adding 10 percent to salaries of \$2,000 and under, 7½ percent on those up to \$3,975. The Governor gave exclusive credit for the pay

raise legislation to his budget director, John E. Burton, to Harold Fisher, president of the Association of State Civil Service Employees, and to Charles L. Campbell, vice-president of the Association, and director of classification in the Civil Service Department. Surprisingly, the Governor did not mention either the activity of the State, County and Municipal Workers of America, CIO, or his conferences with representatives of that organization on the days preceding and the very day the bill was introduced and passed—the last day of the session of the Legislature.

The Governor also signed the bill permitting volunteer overtime work for employees in State institutions, because of the manpower shortage, and the authorization to compensate them for overtime at straight time rates.

[Now turn to page 16 for another article on State pay raises.]

# Bill Before Dewey May Clear Path for State Overtime Pay

ALBANY.—One of the most vital proposals affecting State employees now before Governor Dewey for his action is the Sellmayer bill, passed without debate by the Legislature, authorizing workers at the State Agricultural and Industrial School at Industry, N. Y., to sue for overtime compensation. The importance of the bill goes far beyond these employees.

Nearly 100 nurses, guards, attendants and others are permitted by the measure to return to the State Court of Claims with a bill against the State for overtime between July 1, 1937, and August 1, 1938. This was the year following enactment of a 1936 statute providing for an eight-hour day in State institutions.

### Act Could Be Passed

The Court of Claims had tried one of the claims, after a number had been filed, but it was dismissed by the Court on the ground that an enabling act was required from the Legislature. Legislative leaders then asked Attorney General Goldstein whether a special enabling act had to be passed for each claimant and Mr. Goldstein's ruling was:

"It is my opinion that the Legislature can pass an enabling act permitting the Court of Claims to

hear, try and determine a number of claims of the same nature." He ruled that the act could include not only claims already filed but could "include claims of the same nature which have not yet been filed."

It is estimated that the 95 or more employees affected may win overtime compensation for as much as \$100,000 if the Governor signs the bill and the Court of Claims allows the request. In its opinion, rejecting the previous claim, for want of an enabling act, the court commented upon the justice and equity of the relief sought and deplored its own inability to make a finding.

### At Prevailing Rate

The enabling act, which presumably reflects the sentiment and desire of the Legislature, provides that the overtime compensation, if found allowable, should not be at the regular rate of payment but at the prevailing rate in the locality where the school is located.

"If the court finds that any such claimant," says the bill, citing the name and address of each of the claimants, "has rendered overtime at . . . the school . . . on and since July 1, 1937, and that the State has failed or neglected to pay therefor, and that such claim is a legal or moral obligation of the State, or . . . such claimant should be compensated for such overtime services, the amount of salary or wages which

would have been payable at the prevailing rate of wages in the same or similar occupation in the locality, as found by the court, with interest thereon."

The contention of the employees at the School at Industry was that they were required to work overtime in violation of the State 8-hour law and that they were not compensated for the extra work. Approval of their bill, some believe, would clear the way for other groups of employees—as in the division of public buildings—to seek the same relief for uncompensated overtime.

### Another Big Suit

The biggest employee law suit against the State in recent years was the action brought by employees of the Public Works Department who were laid off in violation of their rights and seniority under civil service. They collected nearly \$100,000 for back pay and were restored to their jobs.

## Worked 15 Years for State, Asked War Leave — Fired

ALBANY.—Four of the five members of the Public Service Commission have been asked to veto the action of their chairman, Mile R. Maltbie, in denying a leave of absence to an employee of 15 years, who went to work in a shipyard building P-T boats.

Willis F. Jones had been a gas inspector for 15 years working out of the New York City offices of the PSC. He is over 40 and married. Because of his prior skill as a shipyard mechanic, Jones was advised by his draft board to get back into harness, or be drafted, although he had tried

to join the Army and the Signal Corps without success.

According to John T. De Graff, Albany attorney representing Jones, the employee was denied a leave of absence, which would have protected his civil service status, by his immediate superior. This action was upheld by Chairman Maltbie and charges were filed against Jones to dismiss him from the State service because he had not resigned, was not working in his State job, and had not obtained a leave of absence.

### Waited 10 Days

De Graff said that Jones, after applying for the leave of absence, waited 10 days for a reply from the Commission, to whom he had appealed after Chairman Maltbie had denied the application. Meanwhile Jones had been "frozen into" his shipyard job and couldn't return.

"Jones assumed that the leave of absence would be forthcoming and left to take the shipyard job. If the charges instigated by Chairman Maltbie and Jones' superior are sustained, it means that Jones loses all his civil service rights, his retirement rights and his protection," said Mr. De Graff. "It's true he left without permission and that he had no leave of absence."

### Earning Less

In his 15 years as a gas inspector, Jones was absent four days, all because of personal illness. In his own defense, he wrote that he is getting "much less" in his shipyard job than he did when working for the State, but added: "I think I am doing what every American should do in times like these."

"It seems to me that the Public Service Commission could well afford to spare one gas inspector who is able to contribute his skill to the production of P-T boats," said De Graff.

In defense of Chairman Maltbie, one of his associates said: "Jones applied for a leave of absence but in pursuance of the policy established by Governor Lehman to refuse leaves of absence to State employees to go into defense plants, except in unusual cases, the application was refused by Mr. Maltbie."

Under the policy referred to, former Governor Lehman decreed that State employees, unless they had particular skills required in defense industries, were to be denied leaves of absence, by which they can go into industry and then return to their State jobs after the war. Applications for such leaves have been granted in numbers with the approval of the department head, and the Budget Director or the Governor. The State Civil Service Commission set up special rules to handle such cases.

### Issue Is Grave

De Graff is now appealing to the other four members of the Public Service Commission to override the verdict of their chairman. He is acting for the Association of State Civil Service Employees. This is the first time the Association has engaged counsel for any State employee in any action. The issue was felt to be grave enough in this case to warrant this step, it was explained.

The Commissioners are reserving decision on the appeal but a determination may be made within a week.

## Here's How the Layoff Situation Looks Now

(Exclusive)

The LEADER this week continued its survey of State departments with a view to determining what dismissals are taking place, and where. Here's what we found following our discoveries of last week.

No layoffs scheduled in the Conservation Department.

No layoffs scheduled in the Department of Mental Hygiene.

No layoffs in the State Liquor Authority.

The discontinuance of milk publicity by the Department of Agriculture and Markets may result in some dismissals. Nothing, however, has been done as yet, according to Commissioner Holton V. Noyes.

No layoffs contemplated in the Department of Labor.

No layoffs in the Department of Health.

No layoffs in the Department of Banking. There has been a shortage in this department because of the number of employees who have left for the armed forces.

No layoffs in the Parole Board. The New York office of the board, on the other hand, is trying to fill 9 jobs in the title of parole officer, and can't find the people. The list for the title has been exhausted, and other lists, such as that for probation officer and prison guard, have been unsatisfactory. The position pays \$2,400 to start, and requires some experience in social work.

### Heavy Losses

It was learned from the Civil Service Commission that 15 dismissals had taken place in the Department of Social Welfare, 44 in the Department of Public Works, and 43 in the Department of Taxation and Finance. The titles could not be determined as The LEADER went to press. In these three departments, a problem was created through the presence of a comparatively large number of veterans among those dismissed. There seems to be a fair probability that the veterans might be placed in other positions.

### State War Council to Lose

Several employees in the State War Council, which includes about a score of bureaus, will either lose their jobs May 1 or be

transferred elsewhere in the State service, it was revealed following (Continued on Page Twelve)

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# WAR JOB NEWS

## How to Become a Technician And Step Into Big War Job

Two months ago the Defense Training Institute, Government-sponsored school at 375 Pearl Street, Brooklyn, had nearly abandoned the idea of training men, but with the need for trained technicians in war industries continuing to rise, men will once again be accepted for the tuition-free ten and twenty-week courses.

Dr. Harry W. Reddick, director of the school, announces that two new daytime courses will begin on April 19, one of ten weeks' duration to train for Government positions men and women with one, two or three years of college, and the other of twenty weeks' length for men and women with high school diplomas.

### Women, Too

"We have found that in order to meet the demands being made upon us by war industries, as well as Government agencies, for personnel in technical subjects on the

college level it will be necessary to recruit men once again for the Institute's courses," Dr. Reddick said. "We must not take this to mean that the training of women is no longer necessary or important; we are still confronted with the problem of having ten positions to fill for each graduating woman," he said.

Applicants for the new courses are urged to call in person or to write to the Institute at the earliest possible date, because the classes are limited by the available training facilities.

High school graduates are eligible who have one year of Geometry, one year of Algebra, and one year of Science. Applicants for the civil service ten-week course must have one or more years of college to qualify for positions as "technical assistants," while those who hold college degrees are eligible for appointment as "junior engineer, supplemental" at an annual starting salary of \$2,000.

Courses take place during the day, but there is no set number of hours each day. The subjects taught are these: Mathematics,

physics, drafting, shopwork. In addition, the civil service course also includes surveying. The person taking this course comes out with a sound basic background in engineering.

### How About Draft Status?

Formerly, the Institute turned away 3-A's unless they had minor children. Now, however, this policy is changed; 3-A's, 4-A's, and even 2-A's can come into the course, 1-A's are definitely out, however. Boys of 17 and 18 who haven't yet been classified are out, too.

### Gets You Job

The school has been able to find positions for almost 100 percent of its students in private industry. However, no commitments are being made with regard to the civil service course. Applications from students taking this course are turned over to the United States Civil Service Commission, and from that point on it's out of the hands of the Defense Training Institute. However, it is entirely probable that all those who complete either course will find war jobs in short order.

## General Bradley's Column



By  
Brigadier General  
John J. Bradley (Ret.)

### War Service Diplomas for High School Seniors

High school seniors who leave school within the last two months of their final semester will now receive War Service Regents diplomas. These diplomas will be honored by colleges and universities as evidence of graduation from high school. Pupils leaving high school for work on approved farms will also receive the same privilege. On April 29 and 30 special examinations will be given for high school students who want to go into farm work without waiting for the end of the regular term.

### How Soldiers' Families Can Use Army Emergency Relief

Founded to aid relatives and dependents of soldiers, Army Emergency Relief is the organization to help those a soldier has left behind, in the event of trouble. Here are some of the instances in which A.E.R. is ready to help:

1. A source of information, advice and aid as to financial problems of soldiers' families.
2. Lends money to soldiers and their families to meet legitimate emergencies. No interest is charged, and the debt may be paid in installments.
3. Makes cash gifts if the emergency is serious.
4. Helps the soldier and his family when funds are delayed because of sudden transfer, foreign service, or other reasons.
5. Cooperates with the Red Cross or other agencies to provide medical care, hospitalization, food, fuel, clothes, etc.
6. In New York City, A.E.R. gives free legal aid, helps in locating jobs, gives help in maternity cases.

Address of the local Army Emergency Relief is 165 Broadway, 12th floor.

The wife and infant of any private or noncom, up to the rank of sergeant in the Army, or equal rank in the Navy, Coast Guard or Marine Corps, will be entitled to maternity care from the State Health Departments. The Federal Government will finance the program, which will be administered by the Department of Health in each State.

### How U.S. Employees Get Deferment

War Manpower Commission's Deferment Review Committee, set up at the President's orders to handle Government draft deferments, has further clarified its rules.

The new regulations relate only to 2-B ("necessary man") deferments. Here are the things you will want to know:

1. You can't request a 2-B deferment on your own hook. The request must come from your agency.
2. All agency requests for 2-B deferments must first be reviewed by an agency deferment committee.
3. When sent to local draft boards, the requests must be officially stamped "Authorized Government Request."
4. In determining whether or not you are entitled to a 2-B deferment, the agency committee must first decide whether you work in an "essential" unit of that agency. Specifically, it must decide whether your unit "is necessary to the war effort by providing food, clothing, shelter, health, safety, and other requisites of our daily life, or engaged in war production by processing or producing or operating ships, planes, tanks, guns and other machines or instruments, articles and materials directly used in the prosecution of the war."
5. After it has determined that you work in an "essential" unit, the committee must then decide (1) whether you are irreplaceable or whether a replacement is available (2) whether your removal would cause serious loss to the "essential" unit.
6. The committee says that in determining whether your removal would cause serious loss, "the phrase really means serious loss."
7. Furthermore, you must have had an "extended" period of training or experience in your particular job.
8. The agency must face "serious difficulty, not mere inconvenience" in replacing you.

The committee has listed four types of work that ordinarily can be considered for 2-B deferments. These are: (1) Top administrative jobs (2) jobs in war production and supporting activities (3) professional and specialized work (4) miscellaneous work—meaning "work that usually requires male employees because of peculiar circumstances or requisite physical abilities, including the occupations of seamen, investigatory agents, forest rangers, border patrolmen, prison guards, and other comparable occupations."

General Bradley cannot undertake to answer individual questions. Those of general interest, however, will be answered in this column.

## THE JOB MARKET

By MRS. MATILDA B. MILLER

### Beginners

Pilot Radio Corp. will train young ladies as radio assemblers. Apply 3706, 36th St., Long Island City.

Girls will be trained for factory work in a war plant. Write stating age, experience, education. O. D. 1652 Times.

Opportunity for inexperienced men and women to receive special training at Eclipse Aviation, Bendix, N. J.

Western Electric will train men and women for communications work. Those not experienced will be trained and will be paid while learning. Apply 100 Central Avenue, South Kearny, N. J.

College women, 20 to 30, have a chance to be trained for careers in Aircraft at a plant in Long Island. Apply stating age, previous employment, college course of study, extra-curricular activities and enclose snapshot. Write 2937 Times Bldg.

Skilled and unskilled help wanted by Wright Aeronautical Corp. at 245 Park Avenue, Paterson, N. J.

Men and women will be trained by Chance Vought and Sikorsky Aircraft. Apply USES, 87 Madison Avenue, N. Y. C.

Federal Telephone and Radio Corp. will pay men and women while training them in a valuable trade. Apply 360 Thomas Street, Newark, N. J.

Chance for girls, 16 or over, to do light factory work at 519 Eighth Avenue, N. Y. C.

Men needed for general work at International Tailoring Co., 12th St. and 4th Ave., N. Y. C., 9th floor.

Night shift work for men in a Brooklyn defense plant; no experience necessary. Apply 199 Steuben Street, Brooklyn.

Du Pont De Nemours & Co. will train women, 18 to 45, for war work. Apply at Pompton Lakes, N. J.

Girls, women, 18 to 45, needed by Squibb & Sons for work in drug department. Apply 33 Vine Street, Brooklyn, N. Y.

Men, 16 to 45, will be trained and receive salary while training at American Laundry Machinery Company, 7th St. and Monroe Ave., Kenilworth, N. J. Non-citizens accepted.

National Union will train women for vital work. Apply 48 Spring St., Newark, N. J.

### Clerical Positions

Men needed as stock clerks at Gertz Department Store, 162-10 Jamaica Avenue, Jamaica, L. I. Cashiers and Restaurant Checkers are wanted at Hotel Lexington.

Bond Stores needs young men as stock clerks. Apply 617 West 47th St., N. Y. C.

Girls wanted for clerical work. No experience necessary. Henry Rose Stores, 360 West 31st St., N. Y. C. Gibbs & Cox, Inc., want experienced stenographers and typists. Apply 21 West St., N. Y. C.

Girls wanted as clerical workers; no experience. International Tailoring Co., 12th St. and 4th Ave., 9th floor.

Liggett Drug Co. wants women for stock work and order filing. Apply 71 West 23d St., N. Y. C.

Montgomery Ward has openings for boys, 17 to 24, as clerks, Apply 75 Varick St., N. Y. C.

Bell Telephone Laboratory has openings for women in general office work; with or without experience. Apply at 744 Washington St., Manhattan.

### Full-Time Openings

Oppenheim Collins, Balch-Price & Co., Simeco Stores—women only.

Openings for men to sell insurance—salary and commission. Apply 285 Madison Avenue, N. Y. C., Suite 1017.

Salesmen wanted for home-development company. Apply 230 West 41st St., N. Y. C.

Hearn Dept. Stores will hire inexperienced salesladies.

### Part-Time Only

Women, 25 to 45, for S: Klein, 1 Union Square, N. Y. C. Full and part time for men and women.

Whelan's Drug Stores; all departments. Apply 215 4th Ave., N. Y. C., Room 1711.

A. S. Beck Shoe Corp; no experience necessary. Apply 25 W. 43d St., N. Y. C.

Western Union has urgent need for messengers. Apply 60 Hudson St., Manhattan.

Messengers also needed at Postal Telegraph, 50 Murray St., N. Y. C. Men or women, now working, wanted to sell check plan for bank. Salary and commission. Write Box 132—C. S. Leader.

### Miscellaneous

Men over 50 for full and part time jobs at Postal Telegraph.

Retired N. Y. City policemen as guards for Gibbs & Cox, Inc., 21 West Street, N. Y. C.

Storeroom clerks and pantry workers—no experience necessary—needed at Beth Israel Hospital, East 17th St. and First Avenue, Manhattan.

Hotel help needed at Hotel Lexington, Hotel Narragansett, Hotel Paramount.

Bell Telephone Laboratories needs messengers for inside work. Recent college graduates. Apply 744 Washington Street, Manhattan.

For help in solving your particular occupational problem, come in for a personal interview with Mrs. Matilda B. Miller, at 97 Duane St., Manhattan.

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MEMBER AUDIT BUREAU OF CIRCULATIONS



Tuesday, April 6, 1943

## These Pay Raises Aren't Good Enough

THE REACTION of New York City employees to the Mayor's executive budget released last week could be described in these words:

"We are interested. But we are not overwhelmed."

The Mayor could do little else than grant increases, in view of the conditions of the day—the differences in earnings between city employees and those in private industry; the inability of employees to cope with spiraling living costs; the imminent threat of an exodus to better-paying jobs in war industry; the low morale and consequent lack of enthusiasm occasioned by low pay.

Add to all this that it doesn't really cost the city very much to grant these pay increases. Many vacant positions have been abolished, 717 in the Welfare Department alone. There have been savings resulting from military leaves and unfilled retirements during the past year.

### IT'S HARDLY ENOUGH

There was no magnanimity on the Mayor's part in granting the increases. He could hardly have done less. Raises range from \$60 to \$180 a year, or \$1.16 to \$3.46 a week. It turns out that very few persons are going to get the \$180 increases. The vast majority of employees will find \$120 annual increase in their pay envelopes, or about \$2.30 a week. This doesn't approach the 15 percent "little steel" formula which has prevailed for employees in private industry. Certainly the city's workers are entitled to at least that.

Moreover, there seems little reason why the \$1,200 minimum could not be established for all employees. The Mayor wisely brought all \$960 clerks and typists to this figure. There are still some categories, mainly in the hospitals, who weren't brought up to the minimum. It isn't clear, either, from the Mayor's message, whether or not all museum and library workers are to receive at least \$1,200. The cost would not be too great if that minimum were set for all city workers. The Board of Estimate, in considering the budget, should make this the first order of business.

### \$2,500 TOP

Biggest objection from employees organizations is aimed at the \$2,500 ceiling. If you earn above this figure, you don't get a raise. Particularly hard hit by this maximum are policemen and firemen. They must be granted relief from the grinding difficulties of old-time pay scales.

No, the \$2,500 top is unfair. Consider it against the \$3,975 top in the State, and the \$5,000 top in the Federal government, for pay raises. Elimination of the \$2,500 top is another task which the Board of Estimate must undertake in order to make this budget a fair one. It should be added here that a Senate Committee considering the question of pay raises for Federal employees has recommended a \$300 minimum pay raise for all Federal employees.

### NOW THE FIGHTING BEGINS

To make these gains, employee organizations are going to have to fight. Sad to relate, they'll have to fight even to hold the increases already granted. For no sooner had the terms of the budget been made public, than the real estate and economy groups announced they'd be in there chopping the budget "even below the bone."

There is singular unanimity among employees organizations about this budget. They should get in there Friday morning, April 9, when the Board of Estimate convenes to hear them, and put up their case in fighting terms. With the proper kind of approach, employees can get a better deal.

And a final word to the line organizations of the Police and Department: Here's your chance to bring the case of your men forcefully and dramatically to the public. Don't miss it!

## letters

### Complains of Bias Because of Color

Sirs: Since early last August, 1942, I have been attempting to get a position, preferably as a chauffeur, since I have had about fifteen years' experience driving, and have held New York State license for about ten years. However, my numerous attempts have never been complimented with success. It is not because the vacancies don't exist; it is not be-

cause I have not presented the proper credentials, since I have all required; it is not because of any physical or mental handicaps; but it is as I have concluded, because I am COLORED.

My husband is now serving with the United States armed forces, my brother as well. My family has a long and honorable record, and has served with credit to numerous occupations.

MRS. C.L.J.

The LEADER has long inveighed against race bias in public service. We are seeking all the facts in the case cited above.—  
EDITOR.

# Don't Repeat This!



### Of This and That

*Fashion note: Grover Whalen has sacrificed his gardenia for the duration, and must feel very undressed now in public... Don't be surprised, by the way, if Grover's name comes up to do a big public relations job for the Patrolmen's Benevolent Association. Grover is said to have given the nod already... Memo to Commissioner Patrick Walsh: We thought it only happened in some Federal departments, but what's this we hear that firemen who donate their blood have gotta do it on their own time, too?... Among the big brains in the NYC Post Office is little-heralded Joseph Willom, who's held the position of Superintendent of Delivery longer than any other man... Doc Bernecker, Hospital Dept. bigwig, has finally got a new hat his wife likes. It's a snazzy affair, soft grey with white ribbon.*

### At City Hall

Wonder if Borough Prexy Lyons of the Bronx meant those things he said about the Citizens Union at last Wednesday's Board of Estimate meeting... And for a moment, it looked as if the patient Deputy Mayor McGahan was about to explode... Newbold Morris actually blushed at the super-poetic Lyons peroration to him... And the boys in Room 9 remark that Lester Stone has become more affable... Is Mr. Z slated to take over the job of Health Dept.'s Dr. Charles Bolduan when the venerable doctor retires in June?... It's nice to see all those charges we made about Creedmoor—and a lot more—substantiated. But how's about giving Mr. Dawson the high sign to go into the other mental hygiene institutions, too, Mr. Governor?

### State Stuff

Is the real reason for Governor Dewey's delay in selecting new civil service commissioners this: that he's going to order a Moreland investigation out of his own office, or out of the Attorney General's office?... Story goes that Dewey wants the incumbents in while he checks on the methods used for filling State jobs... Grace Reavy will be fertile with suggestions for improving civil service—if she's asked... The Hollowell probe of civil service, which didn't please the Governor, hadn't called a single employee of the Commission by the time the investigation was called off... State Senator Seymour Halpern painted that portrait of Majority Leader Joe Hanley during odd moments in the session... Another hobby of Halpern's is collecting autographs... And Senator Lester Baum has a singing voice of operatic quality... In checking the rural school situation in his section, one State Senator discovered Education Department records accrediting a backwoods school with this enrollment: "One teacher, one pupil, one pet chipmunk!"

## Merit Men



"WHEN I STARTED to work in the Motor Vehicle Bureau, the Maxwell was an automobile, not a gag. In those days Stanley Steamers, Locomobiles, and Renaults used to puff up to the office at 74th Street for their plates."

That's William R. Wiener speaking, and he's been with the Motor Vehicle Bureau since it started back in 1910, when the politicians decided that maybe the horseless carriage was here to stay and that it would be a good source of taxation.

Today he's Administrative Assistant in charge of personnel over 425 employees. When he started there were 25 and he was a junior clerk.

He's driven countless thousands of miles, and his favorite topic of conversation is the automobile.

### Mass Production

"Even the mass production system that is helping to win the war for us is a product of the automobile. If it hadn't been for the rise of the family car, we might be fifty years behind in our development."

A few months ago, the Bureau figured that about 60 percent of the automobiles in the State would be laid up and planned accordingly. Despite all the handicaps, today's registration is about 75 percent of normal, and it is expected to reach 90 percent of last year's figure.

### Interested in Planes

Mr. Weiner now has the air-

plane on his mind. He expects a boom in post-war aviation that will make the rise of the automobile look like slow motion. He sees planes rising from the rooftops and people hopping down to South America for a week-end. And he won't be too surprised to find himself issuing plates for pleasure planes in the near future.

He's rather relieved that he hasn't the trouble of issuing plates, so the low-number addressees don't harass him. Seems that as soon as plates were invented some people decided that a low number was classy and they still have the same idea. You also learn from him that the prisoners are grateful for the automobile. Instead of breaking up rocks, one of their leading industries is making license plates.

He's an outdoor man. Tells of the time he invested in a complete camping outfit. Everything from a folding tent to chairs and tables that rolled up. Took out his wife and two little daughters. It rained, the rest of the family thought they heard snakes roaming around. They wanted to go home... but definitely. A few days later he sold the camping outfit.

Has been up to Canada and covered most of the country on vacation trips. Likes to stop his car alongside the road and cook a meal out in the open. After touring thousands of miles, he's decided that there isn't any place half as beautiful as the country within fifty miles of Times Square.

### He'll Get New Tires

As soon as the war's over he'll get himself new tires and start out on his trips again. In the meantime, he's busy with a Victory Garden. All the people in his office look healthy and that's because he comes in every week-end during the reaping season with bags full of hand-grown vegetables and distributes his home-grown vitamins to everybody within reach.

He's an inveterate fisherman, too. Used to have a boat in the bay and liked nothing better than to spend a whole day floating around dangling worms in front of fish.

His final word is a reminder of the fact that he's never gotten a ticket or had an accident in all the years that he's been driving. Admits that the ticket angle may be connected with the fact that he's in the Motor Vehicle Bureau, and policemen are usually very, very social when they meet him.

But he says that most accidents can be avoided if people will take it easy and show consideration for the other driver.

## QUESTION, PLEASE

### Why All Lists Aren't Printed

E.O.: We appreciate your point of view and know how eager you are to have us publish the list in which your name appears. However, as you are aware, all newspapers are restricted in the amount of paper they may use, and we have had to curtail some of the service previously rendered. We are making every effort, now as always, to serve the best interests of the greatest number of our readers.

So bear with us, won't you, if we cannot publish every item of interest to everyone.

However, recently-published lists are available at The LEADER Office, and readers are invited to examine them.

### Provisional Can't Become Permanent

J.G.: If you are employed as a provisional trackman in the Board of Transportation, you cannot automatically be classified as a permanent appointee. You must take the trackman examination if you wish to be certified for a permanent position. At present there is an eligibles' list from which names are being certified, and the Board of Transportation will be required to dismiss all provisional appointees.

### Certification and Appointment

G.P.: The fact that your name was certified to the Department of Health is no indication that you will be appointed. In the first place, a department may appoint one of three persons on the eligibles' list and an eligible could be passed over. Secondly, the Municipal Civil Service Commission usually certifies three names for each vacancy. For instance, if you are number 10 on the list and there are four vacancies, twelve or more people would be certified for those positions. If the first four were chosen, you would not have been reached for appointment but would be number 6 for future certification to the department having vacancies in your title.

### Carpenter Requirements

M.C.: On the last New York City examination for carpenter, candidates had to be between the ages of 21 and 50. No specified number of years of experience was required in order to file for a writ-test. The test consisted of a written exam, weight 3, a practical test, weight 5, and a physical test, weight 2.



# POLICE CALLS

## Hugger-Mugger On the Loose

The confusion, groping and blundering with which the Police Department met the mugging situation recently did not bring credit to a Department which is justifiably proud of the fact that it is prepared for every great emergency with which it might be faced. Its fumbling with this small emergency indicated a lack of foresight and vision in anticipating the problem rather than a lack of ability to cope with such problems.

A few days after the new scheme went into effect there was a certain smoothness in the operating of the manpower readjustment that certainly did not exist at the beginning. And by that time all the orders, amendments to orders, countermanding of orders were coordinated so that a definite pattern of working hours and of distribution of the force was established.

### No One Could Tell

At the beginning no commanding officer of a precinct involved could have told you how many men were to turn out in his precinct at any given hour. Later, however, there was a smooth pattern of interlocking tours with a known number of men performing each tour.

On Saturday and Sunday of the first week, the probationary patrolmen performed tours of duty from 8 p. m. to 4 a. m., while on the other days they only did tours from 8 p. m. to midnight—for they were still attending classes at the Academy during the day. Traffic patrolmen, and some precinct men, did tours of 8 p. m. to 2 a. m. as did patrolmen who, ordinarily assigned to clerical duty, were called upon to perform this extra tour every other night.

### Hours Cut

After a couple of days of these extra tours for the clerical men, their hours were cut so that they did only an extra tour every other night from 9 p. m. to 1 a. m. Then, as though to prove that "them that has, gits," in some divisions these clerical men were excused from their regular tour of duty the day following the performance of the extra four-hour tour. At this point it would have been hilarious to see the sexagenarians, excused by an amendment to an early order from the performance of the extra tours, insist that they be permitted to make the same "sacrifice" as the younger clerical men—demanding that their PBA delegate take this matter up with Pat Harnedy, PBA president.

### Came the Gripes

Not that Pat Harnedy wasn't plenty busy listening to gripes all week long. Cops are always beefing about the PBA and its officers but whenever they need someone to go to bat for them the telephone wires of the PBA are kept buzzing all day. A little more restraint and a little less of

shooting off the handle when a situation like the recent one occurs would be evidence of maturity of thought that would make Pat Harnedy's job a lot easier.

What did these men who rushed to phone Pat expect him to do? Tell the Commissioner that cops must not be called upon to do extra duty irrespective of the number of hours, the length of the mugging crisis, or the softness of the detail from which a cop may have been taken? Just imagine what the newspapers, already blazoning with mugging headlines, would have done with such a story. Cops would have suffered for years from the adverse effect that such publicity would have brought upon them.

A little more sense of responsibility, officers. . . .

The use of the Traffic men, incidentally, for mugging details resembles a plan we once outlined for a Special Patrol Squad. We suggested a squad of patrolmen to be used for special events all over the city—a permanent fly-squad that would be compensated for its irregular tours and places of assignment by working shorter tours or by working the Lieutenant's chart. Traffic men were used in just this fashion last week. They were assigned to the crisis areas to do fixed posts from 8 p. m. to 2 p. m., with no meal period.

The continued use of Traffic men in the manner may prevent the wholesale transfer of men out of the 17th Division, something which is otherwise inevitable.

## Dutchman In Dutch

The discovery of a German alien working as a patrolman in the 32nd precinct is just one of those things that make faces red. Investigation by the Civil Service Commission and by the Police Academy is about as thorough as any a candidate can be put through. But cases where candidates have assumed another's identity crop up occasionally in spite of the care with which these investigations are conducted.

If you think muffs of this type should not be made, the Police Academy would be grateful for a practical plan to eliminate them.

The original charges for which this patrolman was arrested, perjury (of his application blank) and forgery (of the payroll), could not stand up because the statute of limitations barred the first charge and the law of forgery was not violated at all by his signing a payroll for a check which was intended for him. If he rides, however, it'll be for violating the Election Law by voting, according to the complaint filed.

After the State courts are through with him, Federal authorities indicate they'll have a little talk with him about whether he violated the alien laws.

In spite of the stories of the

events leading up to his arrest the general impression is that it began with a "squeal."

## Butch's Budget

The Mayor's budget and the message that accompanied it contained several things of interest to the Police Department.

### Raises

Within the spirit of the salary formula that the Mayor established for all City employees earning less than \$2,500 there is one group of patrolmen that may be entitled to receive an increase of \$180. That is the group earning less than \$2,500 that would not receive any other pay increase during the year beginning July 1, 1943. That could mean only those patrolmen appointed during the last six months of 1942 and who therefore would not receive their regular increase from \$2,000 to \$2,250 before July 1, 1944.

Since the entire scheme for these temporary increases is tentative and indefinite it might take some persuasion to induce the Mayor that patrolmen should be covered by his formula.

### Precinct Clerks

The Mayor provided "for 200 precinct clerks to relieve unperformed men now assigned to clerical duties in the various station houses." This should have severe repercussions. There will be protests made by policemen through their organizations that this step is unwise in that it puts civilians in positions of trust that only a uniformed man should fill. Questions will also be raised as to its legality with reference made to the provision in the Administrative Code that says: "Only officers and members of the police force shall be assigned to police duty."

### Temporary Patrolmen

Cops will feel better about the subject of temporary patrolmen now that they know that the Mayor is dissatisfied with the amendment made to the original bill. This amendment, the Mayor complained, "unfortunately and needlessly . . . limited such appointments . . . to military vacancies."

This amendment, the Mayor said, "in all likelihood will impair the present policy of the Selective Service in deferring experienced patrolmen of military age." The Mayor didn't explain this enigmatic statement. This development will bear watching.

## Vox Cop

Our piece on Pat Harnedy last week brought a flood of letters. Here's one. Let's have more.

"I think it's unfair to judge Pat Harnedy's administration by his public relations. As a group patrolmen do not think that his administration has been a failure. Pat's relations with the ordinary cop with a grievance are good. There is no cop who can say that he couldn't see Pat to discuss a grievance with him. Cops who know Pat admire his geniality and lack of airs. . . . He may be elected by the delegates but he treats cops as though they were the voters."

when she has company. I'm always yelling at her so on account of the electricity." And Anna, age 14, cried one night because the children in school said she looked like a freak after her mother cut her hair. "But hair-cuts cost money and where's it to come from? Where is the money for all the little things to come from?"

We discussed management of the budget again anyway, but we wondered about those "little things." One of these days we'll have to face them as real needs.

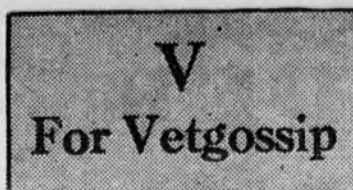
We thought about delinquency and how it grows all the way home.

### Thursday

Miss Baron is 66, Grade 11 cardiac. She asked about a job today. She realized that she had a right to think of filling a job now, she told us, because workers were needed everywhere. "Life without service has very little meaning," she said to us. "You can believe me. I'm much older than you are." We believed her.

### Friday

We've started a newspaper clipping project in the office. "Job Opportunity" sections in all languages are posted on Bulletin Boards where investigators and



## It's Best Behavior Season

It's best behavior season at Vet Administration. Efficiency Ratings are to be submitted this week by each supervisor. Theoretically the highest ranking person who knows how you work is supposed to review the rating. The ordinary rating slip looks worse than your midterm report card—with grades going down:

- ✓ outstanding
- + adequate
- weak

The marks are sent in for all employees in service for a year, with "spot ratings" for some of the newer employees.

If you don't like the way your grades look, and you think you have been done wrong by, you can appeal to the reviewing committee. The reviewers are J. J. Allen, personnel office chairman; Margaret H. Walsh of Premium Accounts, and M. A. Cill of Policy Issue. You can ask for a better grade by writing a memo.

Most departments swear that it isn't because of efficiency rating time, but because of the end of the quarter that everyone looks busier than usual. There wasn't even time for foolery April 1. Group 17 (third floor) did a swell job with an extra heavy lead, with honors to Mrs. Peak and Mrs. Onebough.

## Good Work, M'Lads and Gals

So great has been quantity of work turned out by the entire staff that Chief Reichert received a letter from E. J. Beaulac, Chief Actuarial and Insurance Policy Division at Washington, saying:

"The amount of work handled during the month of March and especially on March 31, seems incredible: in fact the figures sound fantastic."

How about an Army E, General?

## Up Again, Down Again

Of the more than a thousand Vet employees who came up from Washington, less than a hundred have asked to go back. Most of those who did, objected to New York's climate. "Too damp" was a common complaint among mid-westerners (though Washington had the same difficulties last month). Some — especially the girls—are just plain homesick.

## Well, Who?

We'd like to settle some arguments we've been hearing around the hallways and lunchcounters. Who's the prettiest gal in the Vet Administration? And there are lots of other deep questions we hear being debated all the time. Here they are:

- Who's the prettiest gal?
- Who's the most vivacious?
- Who looks best in slacks?
- Who's the best worker?
- Who's the brainiest gal?
- Who's the gal most likely to succeed?
- Who's best-liked?

Let's have your answers. If we get enough in time for next week's issue, we'll give you a tabulation of the votes. Yessir, boys, you're eligible to vote as well as the gals. If we get in photos, we might print 'em. All photos sent in will be returned. Remember, this isn't a contest; it's just a poll.

## About Overtime Pay

If you want to tell Congress not to cut out your overtime pay, you will have a chance to say so in

clients can see them. Age does not seem to be a handicap any more and employers are ready to train people without experience. The line of clients forms to the traditional right around our Bulletin Boards.

And tomorrow's another day—

## 100 Promotions?

Here is what the Welfare Department can probably do, if it really wants to. It can promote

plain petition language. John Cyril Fullerton of the United Federal Workers of America (CIO) started his petition around last week and claims more than 800 signatures already. The goal is 2,500 names.

The petition offers three arguments to the Washington boys who fix your pay—that the measure is necessary: (1) to bring pay scales in the Federal government in line with the standards of private industry; (2) to prevent turnover and consequent harm to the war effort; (3) to meet the increased cost of living. And if you sign the petition you give an implied promise: "We know that the passage of this bill will raise morale and increase production and efficiency in the Federal service."

The bill you are asking for, by the way, provides for time-and-a-half overtime, instead of the present time-and-a-quarter rate and stands a chance of passing. Incidentally, the way some people figure it, it's really time-and-a-twelfth instead of time-and-a-quarter that you're getting now.

## That Important Subject Of Pants on the Agenda

Correction, please. Last week, we said on good authority, that the front office doesn't mind your wearing slacks. The way we got it today, is that there is "no official objection" but some various and emphatic aesthetic ones. Says front office Czar C. F. Reichert, in the course of a conversation that ran from war to fashions: "I think it is incumbent upon a woman to make herself as attractive as God has permitted her to make herself." Needless to say C. F. has no admiration for protruding parts protected by masculine accoutrement. Reminds us of a conversation between George Washington and Thomas Jefferson about corsets. We'll tell you about it some time.

## Landlord vs. Benches

Add to the pressure groups who are combatting the natural desires of Vet employees to sit and smoke in peace, ye bogeyman the Landlord. It seems the two candy store benches for the relaxation of 3,000 Vet employees, were located on property for which good Uncle Sam pays no rent. So, when someone suggested that the SRO sign come down and seating capacity be increased 100 percent (to four benches) ye Landlord began dispossess proceedings against benches 1 and 2. Landlord vs. Benches is now in negotiation, but four benches are still there.

## Gathered Around

ODDS 'N ENDS . . . Four truckloads of Vet books for the soldiers are en route to foreign parts. More are wanted, particularly language texts, mystery stories and the books you liked yourself . . . Representatives expect the Red Cross fund to reach \$5,000. . . . Administrators and supervisors got a break for two days last week when Chief C. F. Reichart lost his voice. . . . Dorothy Perry (Office of the Assistant Chief) will take the vows with Lieut. Gordon Glenn, veteran boy-friend from home town Oscaloosa, Ia., on April 24. . . . Frank J. Hoesch is still in Veterans Hospital, slightly on the upgrade. . . . Kattie Blunt is expected back from hospitalization this week. . . . Evelyn Thotlogo is off to New Orleans on vacation, April 18. . . .

Diana Dabinowitz is carrying a ring from Leonard Braver. . . . Shirley Weinstock is taking a leave of absence on account of "expecting" . . . Every department is feeling the draft. . . . Morris Segal leaves next Tuesday. . . . Irving Zalcnic is due for the May call. . . . and Anthony Polito has already been inducted. . . . On April 1 the Vet boys and gals were feeling just right with their lollypops. . . .

100 grade 1 clerks to grade 2 jobs. And then, because of shortages in the clerical staff, it can have another 100 typists. In other words, in addition to the promotions, it would be possible to fill 200 positions in the grade 1 titles. There is reason to believe that the Budget Office would permit this action, which would greatly relieve the entire staff. Only thing holding it up is absence of a grade 1 clerk eligible list. But that should be remedied in the near future, with a new list expected.

# WELFARE NEWS

## Dear Diary

—Welfare Investigator 62B

### Monday

Tonight we stood on Fordham Road getting community signatures on our wage increase petitions. A little old lady passed. "Will you sign our petition for increases to civil service workers?" we asked her. "Work?" she answered, "I'd like to, but I can't. I got very high blood pressure." She signed gladly when we explained that we were not really soliciting workers.

We changed the phraseology to civil service employees, but this too had its complications. "What do you mean," one man asked, "Civil service employees? I'd sign a petition for any employee." He wrote his name and added, "I'm an employER myself, incidentally."

It was a heartening experience. Almost everybody took time to wish us luck.

### Tuesday

Well, well, our office is going

to have an all day panel conference. We're going to discuss the hows and whys of employment and management in this changing world and try to get at some sort of sound philosophy about social work and our role in it. The staff's excited. We talked Beveridge Plan and the National Resource Planning Board recommendations and our job function now, during all of lunch today.

### Wednesday

Some days in the field are particularly depressing. Mrs. O'Reilly has been using her A.D.C. monthly clothing allowance for other needs. She explained them to us. Margaret, age 15½, had given up visiting her friends because this meant inviting them to her house. Mrs. O'Reilly was quite excited. "Even a cup of tea and some extra bread and butter costs money," she said, "and Margaret's a good girl. She knows how hard it is for me, but I won't have her go the wrong way because she can't bring a decent girl for a cup of tea into the house every once in a while. Why she's afraid to turn on the radio



# Examination Requirements

## NEW YORK CITY CIVIL SERVICE

### EMPLOYMENT OPPORTUNITIES

For the following examinations, applications may be obtained at the offices of the New York City Civil Service Commission, 96 Duane Street. Applications may be obtained and filed by mail. If filed by mail, only postal money-orders will be accepted in payment of the application fees.

- for the Positions of  
**Patrolman, Temporary**  
(Police Dept.)
- Fireman, Temporary**  
(Fire Dept.)

The same qualifying mental and physical tests will be given for both positions. The medical tests may differ in a slight degree. The names of eligibles who qualify for both positions will appear upon both of the resulting registers, but the name of an eligible so appearing upon both registers will, upon his acceptance of appointment from either register be stricken from both. These registers, positions, and all rights and privileges derived therefrom shall terminate not later than the date of the termination of the New York State Emergency Act.

Persons appointed will be clothed with all of the powers of regular Patrolmen or Firemen, but shall not be members of the regular police or fire force. They will be entitled to receive the same allowances as are made to regular members of the uniform forces of the Police or the Fire departments for injuries or for death sustained while actually engaged in the performance of duty, but shall not be eligible for membership in or to share in the Police or Fire Department Fund or any other public pension fund or system.

Any candidate between the ages of 38 and 45 who is appointed as a result of this examination will be considered by the City of New York as engaged in an essential activity in support of the war effort. Therefore, the City may, under the Selective Service rules, make application for deferment for such appointee.

**Salary:** \$2,000 per annum without increments.

**Applications:** Issued and received to 4 p.m., April 14.

**Fee:** \$1.00.

**Vacancies:** There are numerous vacancies caused by the absence of regular members on military duty.

**Age:** Not over 50 on the date of appointment.

**Duties:** For Patrolman, Temporary.—To enforce laws and ordinances, prevent crime and apprehend criminals, guard property, control traffic and to perform other investigational or regulative duties incident to the protection of persons and property.

For Fireman, Temporary: To assist in the extinguishment of fires and in the enforcement of laws and ordinances and rules and regulations regarding the extinguishment of fires and to perform inspectional, investigational, or regulative duties incident to the prevention of extinguishment of fires.

**Requirements:** Proof of good character will be an absolute prerequisite to appointment. Persons convicted of a felony are not eligible for appointment. Conviction of juvenile delinquency not involving moral turpitude however, shall not be deemed a conviction of crime.

Candidates for the Fireman position must be not less than 5 feet 6 inches in height; candidates for the Patrolman position must be not less than 5 feet 7 inches in height.

**Required Vision:** For Patrolman, Temporary, 20/30 for each eye separately, eye-glasses allowed; for Fireman, Temporary, 20/40 for each eye separately, no glasses allowed. Other medical and physical requirements as posted on the Commission's bulletin board must be met. Candidates may be rejected for any deficiency, abnormality, and disease that tends to impair health and usefulness; must be free from such physical or personal abnormalities or deformities as to speech and appearance that would render their employment undesirable.

Candidates rejected medically may be given an opportunity for re-examination for remediable defects only.

**Subjects and Weights:** Qualifying physical and written tests will be given. The pass mark will be determined by the needs of the service. The written test will be designed to reveal the intelligence, reasoning ability, common sense and judgment of the candidates. The physical test will be designed to determine the ability of the candidate to perform efficiently the duties of the position.

The medical examination may be required prior to the physical test and the Commission reserves the right to exclude from the physical examination any candidate who is deemed medically unfit. Candidates must appear for the physical test in good physical condition and will

take the same at their own risk of injury, although the Commission

will make every effort to safeguard them.

**Warning:** Persons who are in Classification 1-A of the Selective Service will not be certified for appointment. Applicants will be required to submit at time of investigation, a transcript of record, showing the date of birth or other satisfactory proof. Any willful misstatement will be cause for disqualification.

Applications by mail will be accepted if mailed and postmarked up to and including 12 midnight on the last day for the receipt of applications and received by the Commission not more than five days thereafter.

## UNITED STATES CIVIL SERVICE

### EMPLOYMENT OPPORTUNITIES

**CONSULT ANNOUNCEMENT FOR COMPLETE INFORMATION.** For announcements and application forms, apply to the Board of U. S. Civil Service Examiners at first- or second-class post offices, to the United States Civil Service Commission, Washington, D. C., or at 641 Washington Street in New York City. SALARIES given below (annual unless otherwise specified) are subject to a retirement deduction of 5 percent. AGE requirements are given in the announcement. There is no maximum age limit unless given below. APPLICATIONS MAY BE FILED WITH THE CIVIL SERVICE COMMISSION, WASHINGTON, D. C., UNTIL FURTHER NOTICE UNLESS A SPECIFIC DATE IS MENTIONED BELOW. Qualified persons are urged to apply at once.

#### Under Inspector Engineering Materials (Trainee)

\$1,440 a Year

##### Open to Men and Women

**Closing Date:** Applications will be accepted until the needs of the service are met.

**Nature of Appointments:** Appointments will be known as War Service Appointments. Such appointments generally will be for the duration of the war and in no case will extend more than six months beyond the end of the war. Persons receiving war service appointments do not thereby acquire a classified (competitive) civil service status.

##### Conditions of Employment

**Training—**Appointees will be given intensive training at the Navy Inspector School, New York, for a period of from 6 to 8 weeks in the fundamentals of inspectional methods and procedures on a wide variety of engineering materials, preparatory to assignment to duty as Inspectors of Naval Material, Ordnance, and Aircraft.

**Employment—**Although every attempt will be made to place appointees near their homes, applicants should be prepared to accept appointment anywhere within a radius of 500 miles of New York City. **Salary—**During the training period, trainees, as employees of the Navy Department, will be paid at the rate of \$1,440 a year.

**Promotional Possibilities—**Upon completion of training, employees will be eligible for advancement on merit to inspection positions at \$1,620, \$1,800, \$3,000 a year, or higher.

**Selective Service Status—**It is the policy of the Navy Department not to use persons in Selective Service Classification 1-A. Neither will selection be made of an eligible in any other classification likely to be inducted into the military or naval service. This is in view of the fact that no deferment can be given for trainees, and it would not be feasible to appoint a trainee and be forced to terminate his services within a short time.

##### Examination Required

**Written Test.** This examination will consist of a written mechanics aptitude test, on a scale of 100. This test will consist of problems in spatial relations, arithmetic, and simple mechanics.

**Note:** All applicants must be able to read and speak the English language sufficiently well to understand spoken and written directions. This requirement does not apply to former permanent employees of the establishment seeking re-employment.

**Preference in Consideration for Appointment** will be given to eligibles who have had education or experience as described in (A), (B), or (C) below:

(A) Two or more years of college education;

(B) Two or more years of education in engineering, mathematics, or physics; or

(C) One or more years of machine shop or other mechanical experience.

**B. Time and Places of Examination.** Applicants who are to be admitted to examination will receive admission cards stating specifically the time and place of the examination.

18 lower age limit. No upper age limit.

**C. Physical Requirements.** Applicants must be physically capable of performing the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow employees.

**How to Apply**  
Apply at the Navy Inspector School, 264 West 14th Street, Manhattan.

#### Miscellaneous

**ACCOUNTING AND AUDITING ASSISTANT, \$2,000.**  
For service in Washington, D. C. only.

(Written test required).  
Closing Date—February 23, 1943.  
Announcement 287 (1943).\*

**BINDERY OPERATIVE (Hand and Machine).**  
66 cents an hour.

#### Radio

See also Announcement 173 under "Engineering."

**COMMUNICATIONS OPERATOR, Junior, \$1,620.**  
High-Speed Radio Equipment). Signal Service at Large, War Department.  
Announcement 20 of 1941 and amendments.\*

**RADIO INSPECTOR, \$2,000 to \$2,600.**  
Announcement 290 (1943).  
**RADIO INTERCEPT OFFICER, \$2,000 and \$2,600.**  
Announcement 288 (1943).  
**RADIO MECHANIC-TECHNICIAN, \$1,440 to \$2,600.**  
Announcement 134 of 1941 and amendments.\*  
**RADIO MONITORING OFFICER, \$2,600 and \$3,200.**  
Federal Communications Commission  
Announcement 166 of 1941 and amendment.\*  
**RADIO OPERATOR, \$1,620 and \$1,800.**  
Announcement 203 (1942) and amendment.  
**RADIOSONDE TECHNICIAN, Senior, \$2,000.**  
Announcement 128 of 1941 and amendment.

#### Scientific

See also Announcements 163, 256 and 279 under "Engineering."  
**ASTRONOMER, Junior, \$2,000.**  
Naval Observatory, Washington, D. C.  
Announcement 179 of 1941 and amendment.\*  
**CHEMIST (Explosives), \$2,600 to \$5,600.**  
Announcement 162 of 1941 and amendment.\*  
**JUNIOR CHEMIST, \$2,000.**  
**CHEMICAL AIDE, \$1,800.**  
(Open to both men and women).  
Announcement 274 (1942).  
**CHEMIST, \$2,600 to \$5,600.**  
Announcement 253 (1942) and amendment.  
**GEOLOGIST, Junior, \$2,000.**  
Announcement 249 (1942) and amendment.  
**INSPECTOR Power & Explosives, \$1,620 to \$2,600.**  
Ordnance Department, War Dept.  
Announcement 104 of 1940 and amendments.  
**METALLURGIST, \$2,600 to \$5,600.**  
Announcement 235 (1942) and amendment.\*  
**METALLURGIST, Junior, \$2,000.**  
Announcement 254 (1942) and amendment.\*  
**METEOROLOGIST, \$2,600 to \$5,600.**  
Announcement 237 (1942) and amendment.\*  
**METEOROLOGIST, Junior, \$2,000.**  
Announcement 127 of 1941 and amendments.\*  
**PHARMACOLOGIST, \$2,600 to \$4,600.**  
**TOXICOLOGIST, \$2,600 to \$4,600.**  
Announcement 186 (1942) and amendment.\*  
**PHYSICIST, \$2,600 to \$5,600.**  
Announcement 236 (1942) and amendment.\*  
**PHYSICIST, Junior, \$2,000.**  
Announcement 252 (1942) and amendment.\*  
**TECHNICAL AND SCIENTIFIC AID, \$1,620 to \$2,600.**  
Options: Chemistry; Geology; Geophysics; Mathematics; Metallurgy; Meteorology; Physics; Radio.  
Announcement 297 (1943).†  
**TECHNOLOGIST, \$2,000 to \$5,600.**  
Any specialized branch.  
Announcement 188 (1942) and amendment.

#### Trades

Positions exist at Ordnance, naval, and Air Corps establishments. The salaries shown below vary according to the place of employment.  
**INSTRUMENT MAKER, \$7.44 a day to \$1.24 an hour.**  
Announcement 162 of 1940 and amendment.\*  
**LENS GRINDER, \$5.92 to \$3 a day.**  
Announcement 158 of 1940 and amendments.\*  
**LOFTSMAN, \$1.04 to \$1.12 an hour.**  
Announcement 159 of 1940 and amendment.\*  
**MACHINIST, \$1,800 a year to \$1.08 an hour.**  
Announcement 161 Revised, 1941 and amendments.\*  
**SHIPFITTER, \$6.81 to \$8.93 a day.**  
Announcement 160 of 1940 and amendment.\*  
**TOOLMAKER, \$7.20 a day to \$1.08 an hour.**  
Announcement 133 Revised, 1941 and amendments.\*  
\* Urgently needed for war work.  
\*\* Newly announced.  
**TRAINEE, SCIENTIFIC AND TECHNICAL AID, \$1,440.** (Written test required).  
For service in Washington, D. C., and vicinity only.  
Announcement 294 (1943).†

#### Recently Opened

**Traffic and transportation specialists, \$2,600 to \$5,500**—Persons with at least 3 years of experience to handle difficult technical assignments requiring thorough familiarity with, and practical knowledge of traffic and transportation problems in the transportation industry. Specialized Fields: Railroad, including street railway; Highway, including local bus; Water, inland and ocean; Air.  
**Investigators (Material Division, Air Corps) \$3,200 to \$4,800.**—Persons

with 4 to 6 years or more of appropriate investigational experience (or appropriate college study plus 2 to 4 years of such experience) to perform responsible investigational work safeguarding military information, protecting Air Corps projects and materials against theft or sabotage.

**Control specialists, \$2,000 to \$6,500.**—(For the administration of the Controlled Materials Plan.) Persons with engineering or industrial production experience in (1) metal fabrication and machinery production; (2) electrical, and communications equipment; (3) transportation equipment; (4) engineering materials—nonferrous metals, steels, plastics, rubber, construction materials, etc.  
**Crop production specialists, \$2,600 to \$8,000.**—Persons who have performed research in rubber, oil-producing, or other tropical plants, or have had experience in the production of rubber or oil-producing plants, or in the procurement of wild rubber, for service principally in Central and South American countries where they will develop and maintain research stations and plantations.

**Engineering draftsmen, \$1,440 to \$2,600.**—Men, women who have had 6 months or more drafting experience, or have completed appropriate drafting training. Applicants with some drafting experience or training gained in commercial art, interior decorating, etc., will be considered.

**Junior professional assistants, \$2,000.**—College graduates, women especially, with major study in any field. Eligibles are particularly sought in fields of Public Administration, Business Administration, Economics, Economic Geography, Library Science, History, Public Welfare, Statistics, Mathematics, and Agriculture. Written test required.

**Trainee, Scientific and Technical Aid, \$1,440 a year (plus overtime).**  
For appointment in Washington, D. C., and vicinity only.  
The appointing agencies desire women for these positions. Advancement after prescribed training period determined by appointing agency.  
Announcement No. 294, 1943.

#### Clerical and Office Machine

**BOOKKEEPING MACHINE OPERATOR, \$1,620.**  
(Written test required).  
Announcement 264 (1942).

**CALCULATING MACHINE OPERATOR, \$1,440.**  
(Written test required).  
Announcement 241 (1942).\*

**MULTIGRAPH OPERATOR, Junior, \$1,440.**  
Announcement 231 (1942).

**STENOGRAPHER, Junior, \$1,440.**  
**TYPIST, Junior, \$1,260 and \$1,440.**  
(Written test required).

Ask Commission's local secretary for announcement number. Residents of Washington, D. C., and immediate vicinity should file with the Washington office. Others should apply to their U. S. Civil Service Regional Office. Applicants who will accept appointment in Washington, D. C., are particularly wanted.

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

The following are for appointment in Washington, D. C., only:

**ADDRESSOGRAPH OPERATOR, \$1,260 and \$1,440.**  
Announcement 216 (1942) and amendment.

**ALPHABETIC CARD-PUNCH OPERATOR, \$1,260.**  
Announcement 86 of 1941 and amendments.\*

**BLUEPRINT OPERATOR, \$1,260 and \$1,440.**

**PHOTOSTAT OPERATOR, \$1,260 and \$1,440.**  
Announcement 108 of 1941 and amendments.\*

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

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

**FREIGHT RATE CLERK, \$2,300.**  
Announcement 252 (1942) and amendment.\*

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

**HORIZONTAL SORTING MACHINE OPERATOR, \$1,260.**  
Announcement 128 of 1941 and amendment.\*

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

of space. It covers numbers, decimals, squares, graphs, elementary algebra, geometry and logarithms, with just enough problems to illustrate the text.

**MAN'S PHYSICAL UNIVERSE.** By Arthur Talbot Bawden. The Macmillan Company. \$3.50.

This survey text-book on modern physical science is designed to give an over-view of physical laws and an understanding of relationships in society. De-technicalized as far as possible, the relationship between pure science and modern technology is stressed throughout. Crossing the pedagogical barriers, it deals with electronics, chemistry, and biology from the point of view of man's wants and needs.

**DESIGN HANDBOOK FOR PRACTICAL ENGINEERS.** By Dr. Alois Cibulka. \$5.00.

## Study CORNER

\*\*\*\*\*

HOW TO READ BLUEPRINTS.  
Popular Mechanics Press.  
A tightly edited book for self-instruction in the language of blueprints, working and assembly drawings, and application. Well illustrated, with a "dictionary" of shop terms, a special section on screws, it is a handy book for shop workers long after they have passed out of the apprentice stage.

ELEMENTARY MATHEMATICS.  
By Hymen Levy, Ronald Press.  
\$1.50.  
There are mathematics books by the score. There are texts for electricians, mechanics, and office clerks, texts on algebra and calculus. But most difficult of all to find is a solid text on elementary math. One of the best bets so far, this 216-page British text is simple, and basic with minimum wastage

**\* Pre-Military RADIO \***  
Telegraph, Telephone, Teletype, Maintenance  
Melville-trained, licensed ground station  
and flight technicians are with Major  
AIRLINES, and—  
ARMY—NAVY—MERCHANT MARINE  
Women, too, may qualify  
**MELVILLE**  
AERONAUTICAL RADIO SCHOOL, Inc.  
45 West 45th St. New York  
Visit. Open daily 7 a. m. to 10 p. m.



# The 2nd War Loan Starts April 12



**THEY GIVE THEIR LIVES . . . YOU LEND YOUR MONEY!**

**T**HE GOVERNMENT of the United States is asking us to lend it 13 billion dollars in the next few weeks. We can do it. And we *must* do it. Every American must realize the truth:

In this, our toughest war, we've made a good start. We've trained a lot of men—made a lot of weapons—built a lot of ships.

But it's only a start. No man or woman among us would contend for a single instant that we're doing enough *now* to win this war!

**We've Got to Build More!**

We broke all records building 8 million tons of shipping last year. But grim-faced Army and Navy men will tell you that the 18 MILLION tons we're building this year *still* won't be enough!

**We've Got to Fight More!**

From now till this war is won, America must be on the offensive. In ever-increasing numbers, your sons, brothers, husbands must go into actual battle. Our losses have already begun to mount—and they will not grow less.

**And We've Got to Buy More War Bonds!**

Sure we're all buying War Bonds now. But we've got to help pay for our increased fighting and

building . . . We've got to match, as best we can, the sacrifice of those Americans who are toiling and sweating on a dozen battlefronts—with the bloodiest yet to come. The blunt fact is this: to keep our war machine going, we've got to dig up 13 billion *extra* dollars this month. 13 billion dollars over and above our regular War Bond buying!

In the next few weeks you may be visited by one of the thousands of volunteers who are contributing their time and effort to this Drive. But don't wait for him. Make up your mind now that before this drive is over, you're going to march right down to your nearest bank, Post Office, or place where they sell War Bonds, and do your duty. And don't ever forget this: in doing your duty, you're doing yourself one of the biggest favors of your life!

For United States War Bonds are the greatest investment in the world—bar none. They're investments tailored to fit your particular situation. And they give you the chance of a lifetime to order and *get* the kind of world you want to live in after this war. Every cent you put in War Bonds now will help to guarantee plenty of peacetime jobs making peace-living for every one of us.

For your Country's sake—for your *own* sake—invest *all you can!*

**There Are 7 Different Types of U. S. Government Securities — Choose The Ones Best Suited For You:**

**United States War Savings Bonds—Series E:** The perfect investment for individual and family savings. Gives you back \$4 for every \$3 when the Bond matures. Designed especially for the smaller investor. Dated 1st day of month in which payment is received. Interest: 2.9% a year if held to maturity. Denominations: \$25, \$50, \$100, \$500, \$1000. Redemption: any time 60 days after issue date. Price: 75% of maturity value.

**2½% Treasury Bonds of 1964-1969:** Readily marketable, acceptable as bank collateral, these Bonds are ideal investments for trust funds, estates and individuals. A special feature provides that they may be redeemed at par and accrued interest for the purpose of satisfying Federal estate taxes. Dated April 15, 1943; due June 15, 1969. Denominations: \$500, \$1000, \$5000, \$10,000, \$100,000—also \$1,000,000 if registered. Redemption: Not callable till June 15, 1964; thereafter at par and accrued interest on any interest date at 4 months' notice. Subject to Federal taxes only. Price: par and accrued interest.

**Other Securities:** Series "C" Tax Notes; 7/8% Certificates of Indebtedness; 2% Treasury Bonds of 1950-1952; United States Savings Bonds Series "F"; United States Savings Bonds Series "G."

**13 billion dollars must be raised!**

- |   |  |  |  |   |
|---|--|--|--|---|
| CANADIAN LEGION<br>Post No. 120                   | N. Y. NEWSPAPER<br>PRINTING-PRESSMEN<br>Union No. 2<br>160 Nassau Street | GENOVA WINE CO.<br>191 Spring Street       | STATE PLUMBING &<br>HEATING CO.<br>115 West 135th Street | ROBERT STOLL, INC.<br>70 Fulton Street          |
| PAUL D'AURIA<br>155 Canal Street                  | FEDERAL MACHINE<br>& TOOL CO.<br>382 Lafayette Street                    | CHAS. HOENNINGER, Inc.<br>519 Third Avenue | KATINKA RESTAURANT &<br>BAR<br>130 West Street           | M. ITZKOWITZ & SONS, INC.<br>20 Ferry Street    |
| H. POPPER & SON, Handbags<br>257 West 14th Street | HARMONY RESTAURANT<br>30 Third Avenue                                    | SWAN HANDLE CORP.<br>53 Murray Street      | ALBERT FLORDALISE<br>170 West End Avenue                 | LA BELLA & CONIGLIO CO.<br>170 Elizabeth Street |
| HARRY TUCK<br>71 North Moore Street               | MICHELSSEN'S BAY RUM<br>137 Spring Street                                | J. PETILLO<br>206 Sullivan Street          | MISHKIN STUDIO<br>68 Nassau Street                       | NAT SCHWARTZ, Furs<br>29 Bleecker Street        |
| F. LEICHTFUSS<br>396 West Street                  | FRENCH VEILING CORP<br>132 West 21st Street                              | H. SILVERMAN<br>466 Broome Street          | JOHN LEIB<br>35 Nassau Street                            | ROYAL FROCKS, INC.<br>463 Seventh Avenue        |
| LEROY FOOD SHOP<br>1 Walker Street                | TOWERS RESTAURANT, INC.<br>145 West Broadway                             |  | I. GELMAN<br>185 Mercer Street                           | OSCO MUSIC SUPPLY CO.<br>17 Bleecker Street     |

**This Advertisement Is a Contribution to America's All-Out War Effort**



Here's the State Damages Evaluator Register

DAMAGES EVALUATOR

- Dept. of Taxation and Finance
1 Price, Warren J., 89,940
2 Haley, John, 88,440
3 Laurin, Emil, 88,435
4 Bradshaw, Walter, 88,250

- 52 Goldsmith, Jacob, 83,145
53 Flaherty, Thomas P., 83,105
54 Lane, Elmer M., 82,985
55 Bisgel, George, 82,950
56 Herman, Isidore, 82,940

- 105 Jacobs, Samuel, 81,395
106 Sherbakoff, William, 81,395
107 Reizes, Harry N., 81,355
108 Roskin, Elliott, 81,340
109 Silverdick, Charles, 81,305

- 157 Davis, Solomon, 80,120
158 Eddy, George R., 80,110
159 Israelson, William, 80,055
160 Moskowitz, William, 80,055
161 Bigica, Joseph A., 80,000

- 217 Wortman, Joseph, 78,910
218 Beauder, Seymour, 78,910
219 Levy, James H., 78,910
220 Hasselmann, Harry, 78,910
221 Gallary, Raymond, 78,910

- 262 Feuer Max, 77,910
263 Solovay, Gottlieb, 77,910
264 Collinson, John J., 77,875
265 Weinberger, Benjamin, 77,855
266 Prince, Wallace, 77,805

Help Wanted
YOUNG MEN
16 and 17
Full Time General Messenger Work
High School Graduates Preferred

How the Layoff Situation Looks
(Continued from Page Six)
a meeting of the War Council a few days ago.

Important State Eligible Lists Expected Soon
The LEADER has learned that the following Important State eligible lists may be expected within two weeks:

will be filled immediately from the tax collector list, 10 to supplement provisionals in the Department of Placement and Unemployment Insurance, and 5 to supplement provisionals in the Department of Taxation and Finance.

For additional information about war jobs or training come in to see Mrs. Matilda Miller (don't phone) at the Civil Service Leader office, 97 Duane Street, New York City.

Did You Know That WHELAN DRUG CO.
will pay you a good salary while training you for soda fountain work as

New York State Eligible Lists Issued Last Week
Director of Higher Education 9
Title Attorney, Dept. of Law 13

No Cleaning Jobs For Lab Helpers
The Municipal Civil Service Commission last week refused to OK use of the laboratory helper list for the position of cleaner.

LA ROBERTS SCHOOL OF BEAUTY CULTURE
TEACHES
The science of Glorifying Women in all branches of Beauty Culture

WEBER ACADEMY OF BEAUTY CULTURE
Licensed by State of New York
Beauty Culture Taught by Nationally Known Instructors

HELP WANTED—MALE
MEN--MEN--MEN
50 YEARS AND OVER
You can help during the war by serving as temporary Communication Carriers

Job Vacancies In Housing Agency
There are vacancies open for fireman, laborer (coal passer) and porter with the NYC Housing Authority.

DRAFTING - TRACING
Washington School of Drafting
DAY or EVENING Courses
(Short Courses for Women)

MATHEMATICS
Arithmetic, Algebra, Geometry, Trig., Calculus, Physics, Radio Communication
DRAFTING
Architectural, Aero, Mechanical, Electrical, Piping, Ship, Topographical, Blueprint Reading, Surveying Fundamentals

SCHOOL DIRECTORY
LISTING OF CAREER TRAINING SCHOOLS
Academic & Commercial—College Preparatory
Boro Hall Academy—DeKalb and Flatbush Ext., Brooklyn—Regent accredited—MAIN 4-8558.

WANTED TO WORK FOR A BANK
Men or Women Now Working
For Part Time Work
Selling CHECK PLAN to Fellow Employees and Others

CIVIL SERVICE!
STENOGRAPHY
TYPEWRITING • BOOKKEEPING
Special 4 Month Course • Day or Eve.
CALCULATING OR COMPTOMETRY

Secretarial
School of Business Practice and Speech—Offers intensive day and evening courses in business subjects, speech and diction. 2118 RKO Building, Radio City, CO. 5-3261.





READER'S SERVICE GUIDE

LET'S SWAP!

Jewelry

TURN YOUR JEWELRY INTO BONDS We will buy your diamonds, jewelry, gold, at highest prices. MERLINS, 54th St. Plaza 3-8685.

Pot-Pourri

CALL WORTH 2-2062 TODAY. TOP PRICES PAID FOR Waste Paper, Office Records, Files, Books, TROIANO & DEFINA, 225 South St.

MR. FIXIT

Clockwork

KEEP IN TIME! Have your watch checked at SINGER'S WATCH REPAIRING 109 Park Row, N.Y.C. Telephone WOrth 2-9271.

AMERICAN SWISS WATCH HOSPITAL & JEWELERS, 137 W. 72 St., EN. 2-7030. Specialists on foreign & domestic timepieces.

Shoe Clinic

NOW, MORE THAN EVER, good shoe-repairing is essential. NU-ART does expert work. 19 West 34th Street. PENnsylvania 6-9274.

QUICK SERVICE SHOE REPAIRS. 105 East 14th St. GRamercy 3-7795.

SAVE YOUR COUPON NO. 17 - and help conserve leather. Let us make your old shoes look like new. SHOE REPAIRING AT ITS BEST. PARAFOTTI'S, 317 Broadway, in the heart of the Civil Service District.

Groundwork

"IDEALIZE" Carpet cleaned on your premises. Repaired-Relaid-Altered-Dyed-stained. Upholstered furniture cleaned, polished. (Inexpensive). Estimates invited. IDEAL, 567 Third Ave. MU. 2-1039.

Furniture Care

FURNITURE REPAIRED-REFINISHED expertly. Reasonable. GEORGE FRANK, 23 E. 53d. PLaza 8-8330. (Recommended by hundreds of satisfied customers.)

Upholstery

MLA DECORATORS and UPHOLSTERS Living Room suites are re-upholstered: equals new drapery & slip-covers. Repairing and refinishing. LO. 9-0130.

COLLEGE UPHOLSTERY SHOP-18-39 125 St. College Point, N. Y. New suites made to order. Old suites repaired & re-covered equal to new. Slip covers, drapes, Venetian blinds.

EVERYBODY'S BUY

Rain Proof

LADIES AND GENTLEMEN-Do you need a raincoat? Large selection at moderate prices. Ladies rubbers \$1.39 Men's \$1.48. SAFE RAINWEAR CO., 8 E. 23d St. GRamercy 7-0720. Open 'til 8.

ANTICIPATE THOSE SPRING SHOWERS! Umbrellas repaired, re-covered, or made to order. H. SEIDEN, 34 St. Marks Place. GRamercy 5-4589.

Thrift Shop

BEAT THE RISING PRICES! Buy Quality Merchandise at Bargain Prices. Clothing for men, women, children. Home furnishings, novelties. THE TIPTOP 29 Greenwich Ave. WA. 9-0828.

Yum, Yum!

"TO DINE AT HOME... JUST DIAL Your Phone." - Delicious, home-cooked, piping hot Dinners, Buffets-Canapes. Prompt Deliveries East Side. Kitchen Inc. PL 8-0553.

Bicycles

BOUGHT-SOLD-REBUILT. Can't tell them from new. Also tricycles and used bicycles. Special arrangement for Civil Service families. HOLLIS Bicycle Store, 135 W. 133th St.

Orthopedic

ORTHOPEDIC APPLIANCES - Rupture Bands, Rubber Stockings Abdominal Supports, Arch Supports. ACME, 147 W. 62nd (Room 320). BRyant 9-4308.

Mexicana

SHOES FREE - MEXICAN PLAY-SHOES. LAS NOVEDADES MEXICAN ARTS, 87A Christopher St. Open 11 A.M. to 11 P.M.

HOME, SWEET HOME

Furnished Rms., Apts.

FOR THE UNUSUAL EAST SIDE APARTMENT-FURNISHED or UNFURNISHED-Call VITAGLIANO, EL. 5-7227. 126 East 53th St.

60th, 12 WEST (OFF CENTRAL PK.)-4-5 ROOMS, COMBINATION SINK, SHOWERS, REFRIGERATION; FROM \$45. TR. 4-0178.

FURNISHED or UNFURNISHED - 2 rooms and complete kitchen; bath, modernized. Suitable for women. 219 Bryant Ave., Bronx. DAYton 9-0204.

FUNERAL HOMES

Dignified Funerals as low as \$115. 24-hour chapel service. Joseph T. Kennedy Funeral Chapel, Inc. Licensed Undertakers. We are anywhere at anytime. Main Office: 181 Amsterdam Ave. (108th St.) Ac. 2-8900 (connecting all chapels.)

MICKEY FUNERAL SERVICE, Inc. Est. 1854. 228 Lenox Ave. in the Harlem Section. Offers special attention to Civil Service employees. LEh'gh 4-6099.

SWING YOUR PARTNER!

Dance Instruction

DeREVUELTA-PRIVATE DANCE LESSONS-Daily 11-11. Sunday Tea Dances 5-8:30 9-11; Wed. & Fri. Groups 9-12; \$1 Escort unnecessary. 133 East 61st St.

TRACK IT DOWN!

Birth Certificates

BIRTH CERTIFICATES, OFFICIAL, ALL STATES. Results Guaranteed, or fee refunded. Write for information. INTERSTATE RESEARCH BUREAU, 200 East 161st St., Bronx. MG. 5-1010.

BIRTH CERTIFICATES, MARRIAGE LICENSES, all documents photostated, only 12c each (letter size). Guaranteed. MATHIAS-CARR, 1 E. 42d St., 165 Broadway. MURray Hill 2-0597.

DEFENSE JOBS-We make birth affidavits to qualify you. It takes only 10 minutes. THOMAS, 2303 8th Ave. (near 124th St.). Phone UN. 4-8569.

MELODY MART

Music-Song Service MELODIES WRITTEN TO POEMS - \$5 250 Piano Arrangements printed - \$15. Vocal Orchestral recording - \$5. URAB. (CL), 245 West 34th Street, New York.

Records

COMPLETE STOCK of Victor and Columbia Records and masterworks. Tel. CHelsea 2-6744. O. PAGANI & BRO., 289 Bleecker St., 7th Ave., New York.

OFFICE HOURS

Typewriters

FRANCIS TYPEWRITER & RADIO CO. 141 West 10th St. CH. 2-1037-S. We buy, rent, repair, sell radios, typewriters. Open 9 to 9. Estimates free.

Mimeographing

MULTIGRAPHING, Addressing, Mailing, Stencil lists stored and corrected. Photo Offset-Printing. AS you want it, WHEN you want it. THE B. BROWN ASSOCIATES, Inc. (Beatrice Brown, Pres.), 480 Lexington Ave., N.Y.C. WI. 2-7380, 7381.

MISS & MRS.

Club Notes

A WARM AND FRIENDLY GREETING AWAITS YOU! N.Y. LEAGUE OF GIRLS CLUBS, 55 W. 44 St. Social, Educational Classes, Activities, Weekly Dances, Good Times. Write for descriptive leaflet. VA. 6-3654.

Girth Control

FOR THE WOMAN WHO CARES - Swedish Massage and Steam Bath. FLORENCE MILLS, 1896 7th Ave. (cor. 114th St.), Apt. 24. CA. 8-2585. (Lic. No. M.O. 311-3568).

LADIES-REDUCE WITH COMFORT! Slenderator. Pine Vapor Baths. Massage. Trial Treatment, \$1.00 STAGER, 511 53d Street, Brooklyn. SHore Road 8-6251.

Superfluous Hair

SUPERFLUOUS HAIR - Permanently Removed. Exclusive New Method Safest & fastest process yet devised-"Amazing Treatment."-Harper's Bazaar. POLYTRON, 501 Lexington Ave. PL. 3-9279. Hotel Winthrop-WL. 2-1400.

HAIR ON FACE, ARMS or LEGS removed forever by Expert Electrolysis. Free Consultation MANUEL SANCHEZ, 237 West 14th St. CH. 2-1970.

Skin Specialist

Specializing in Removal of Acne Pits - B. MADDEN, 48 East 68th St. RE. 7-4550

Hair-Doing

SPECIAL CROQUINOLE PERMANENTS by ANDREW. Entire head, including haircut, shampoo and style setting \$2.00. Andrews Beauty Shop, 1865 Westchester Ave. (Cor. Leland Ave.), Ex. TA 2-8300.

SOMETHING NEW! Beautiful Permanent given in the comfort of your own home! \$10-\$15. ANNAMARIE MEYER, 35 W. 65th St. TR. 7-7913 or VA. 6-0492.

A NEW HAIR-DO - Heart-stealing and exclusive, by BETTY ANN. Permanents from \$2.00 to \$5.00. BETTY ANN'S BEAUTY SALON, 1728 Zerega Ave., Bx. TA 2-9447.

Fur Talk

VERY LATEST STYLES - Sable dyed Muskrat jackets (sizes 14-16): \$39.50. Coats, Tipped Skunk, Northern Seal, others; from \$65. AUDubon 3-0883.

SELF DEFENSE

CAN YOU DEFEND YOURSELF? HENRY RIST will teach you how quickly!-at the N.Y. ACADEMY OF JIU JITSU, 104 E. 86th St. ATwater 9-3610.

BOOK-WORM CORNER

Books Located

BOOKS-HARD-TO-FIND located. Any book printed. SEARCHLIGHT BOOK LEADS, 22 East 17th Street, N. Y. C. GRamercy 7-0888.

KEEP FIT!



BE RHYTHMIC IN ALL ACTIVITIES! Keep or recover youthful body alertness. No dull exercise. Guest card. LUCY BATES, 35 West 57th St. Telephone: ELdorado 5-7174.

PROF. PAUL MILLER - Scientific Body Adjustments. Reducing, Neuritis, Arthritis, Spinal, Foot treatments. (Men and women). 54 W. 74th St. SU. 7-5722.

FOR MEN ONLY - MASSAGE - Body Building-Weight Reducing. STRENGTH & HEALTH GYNASIUM-421 Lexington Ave. (opp. Grand Central). MU 2-0'48.

BALLET-TOE-VARIATIONS. Physical Exercises. Morning & Evening Classes. Inquire 9 A.M. to 3 P.M. All day Monday-Friday. MILTRIADES STUDIOS, 2 West 56th St. CO. 5-2176.

HERE'S A JOB



Help Wanted Agencies

A BACKGROUND OF SATISFACTION in Personnel service since 1910. Secretaries, Stenographers, File-Law Clerks, Switchboard Operator. BRODY AGENCY (Henrietta Roden, Licensee). 210 Broadway Barclay 7-8185.

BOOKKEEPERS - stenographers - Billing and Bookkeeping Machines operators, all office assistants desirable positions available daily. KAHN EMPLOYMENT AGENCY, Inc., 100 West 43d St. WI. 7-3900.

SPEAK FOR YOURSELF

AFRAID? BASHFUL? Inferiority Complex? MISS TITUS - Shy, Personality, Conversation specialist. Private lessons, also HOME STUDY COURSES. 317 West 45th St., New York City. Circles 6-8361.

LEARN FAST



Tutoring

FRANIS. TEACHER, university graduate. Experienced grammar, conversation, translation. Adults; reasonable. 297 W. 80th St., or write Box 86, C. S. Leader.

LEGAL NOTICE

AT A SPECIAL TERM PART II OF THE City Court of the City of New York, held in and for the County of New York, at the courthouse, No. 52 Chambers Street, in the Borough of Manhattan, City of New York, on the 25th day of March, 1943.

Present, Hon. James C. Madigan, Justice. In the Matter of the Application of COSTAS DEMETRIOU, JULIA DEMETRIOS, JEAN DEMOS and LORRAINE DEMOS, For leave to assume the names of GUS DEMOS, JEAN DEMOS and LORRAINE DEMOS.

Upon reading and filing the affidavit of COSTAS DEMETRIOU and JULIA DEMETRIOU, both duly verified the 4th day of March, 1943, and entitled as above, praying for leave of the petitioners to assume the names of GUS DEMOS, JEAN DEMOS and LORRAINE DEMOS, in place and in stead of their present names and it appearing that the said petitioner, COSTAS DEMETRIOU, pursuant to the provisions of the Selective Training and Service Act of 1940, has submitted to registration as herein provided; and the court being satisfied thereby that the averments contained in said petitions are true and that there are no reasonable objections to the change of name proposed.

Now, on motion of BENEDICT GINSBERG, attorney for the petitioners, it is ORDERED, that COSTAS DEMETRIOU, JULIA DEMETRIOU and LORRAINE DEMETRIOU, be and they hereby are authorized to assume the names of GUS DEMOS, JEAN DEMOS and LORRAINE DEMOS, on and after the 4th day of May, 1943, upon condition, however, that they shall comply with the further provisions of this order; and it is further

ORDERED, that this order and the aforementioned petitions be filed within ten days from the date hereof in the office of the clerk of this court; and that a copy of this order, shall within ten days from the entry thereof be published once in The Civil Service Leader, a newspaper published in the City of New York, County of New York, and that within forty days after the making of this order, proof of such publication thereof shall be filed with the Clerk of the City Court of the City of New York, in the County of New York; and it is further

ORDERED that a copy of this order and the papers upon which it is based shall be served upon the chairman of the Local Board of the United States Selective Service, at which the petitioner COSTAS DEMETRIOU submitted to registration as above set forth within twenty days after its entry and that proof of such service shall be filed with the clerk of this court in the County of New York, within ten days after such service; and it is further

ORDERED that following the filing of the petitions and order as hereinbefore directed and the publication of such order and the filing of proof of publication thereof, and of the service of a copy of said papers and of the order as hereinbefore directed, that on and after the 4th day of May, 1943, the petitioner COSTAS DEMETRIOU shall be known by the name of GUS DEMOS, and the petitioner JULIA DEMETRIOU shall be known by the name of JEAN DEMOS and the petitioner LORRAINE DEMETRIOU shall be known by the name of LORRAINE DEMOS and by no other names.

Enter: J. C. MADIGAN, Justice of the City Court of the City of New York.

LIMITED PARTNERSHIP NOTICE GRAND MACHINERY EXCHANGE - NOTICE IS HEREBY GIVEN that the following is the substance of a certificate of Limited Partnership filed in the New York County Clerk's Office on March 1, 1943: Name of Partnership is Grand Machinery Exchange. Character of business is the buying and selling of machinery, motors, fixtures, tools and appliances necessary for the conduct of such business. The principal place of business is 148 Center Street, New York City. Name and residence of general partner is Isidore Goodman, 1543 Park Place, Brooklyn, New York City. Names and addresses of limited partners are: Bertha Goodman, 5516 Tilden Avenue, Brooklyn, New York City, and Bertha Goodman, as trustee for Jerry Goodman, 5316 Tilden Avenue, Brooklyn, New York City. Term of partnership is from March 1, 1943, to February 28, 1946. Contributions by each limited partner are: Bertha Goodman \$5,000, and Bertha Goodman, as trustee for Jerry Goodman, \$5,000. Each limited partner is to receive 1/3 share of the net profits. Signed and acknowledged by all partners Feb. 26, 1943.

These Are the Qualities For a Good Fire Officer

(Continued from Page Four) Be calm in emergency, undisturbed, even casual in the face of danger. If you are a real leader your men will take their mental attitude from what yours appears to be. In danger they will watch your movements, even your facial expressions, for reassurance. It is then that you should drop some casual remark, do any simple thing naturally, showing that you are at ease and confident in abnormal circumstances, and thus help your men to regain their wavering confidence. In time of unavoidable hardship you must avoid showing annoyance or impatience.

The officer who loses his temper and harshly chastizes his men not only sacrifices a percentage of his self-control, but incurs resentment. If you rob a man of his self-respect, not only does he cease to respect you, but he becomes a loss to himself and to his department. The use of sarcasm and the practice of reprimanding a man in the presence of others are the most common and cruel offenses against a man's self-respect.

Punishment is often necessary and if it be administered intelligently as a corrective measure, and without undue severity, it serves to bring a man to a realization of his misconduct. When a man has paid the just penalty, his self-respect returns, provided he is treated as a man who has squared his reckoning and is not a confirmed offender.

When you see a man set a fine example, express your enthusiasm - not cool, official approval, but personal enthusiasm. Act as if you were proud of him and glad to be in his company. An officer can be commanding, firm, and just without being harsh, abrupt and pompous and without assuming undue importance. Leadership is not a bag of tricks; it is a matter of personality and skill and intelligence in the leader. In large commands it is, of course, impossible for the superior to know all his subordinates. The next best thing is to have the men know him by seeing him and hearing about him, thereby establishing in them a sympathetic understanding.

If you must reprove a man, tell him courteously that his conduct is not that which is expected from his appearance and in the estimate others have placed upon him. Under no circumstances let him feel that you regard him as a hopeless case.

To command men one must first learn to command oneself, for all men are quick to recognize mastery in a man who is master of himself.

'Passion Play' Recital

On Sunday, April 11 at 8 p.m., a dramatic presentation of the "Passion Play" will be given at St. Roch's Auditorium, 734 East 150th Street, the Bronx. Admission is fifty cents for adults and twenty-five cents for children. Tickets are obtainable at St. Roch's Rectory, 525 Wales Avenue, the Bronx. An Italian version of this recital will also be presented Friday evening, April 16, at 8 o'clock.

Are You Using Your Highest Skill At Your Job?

This is a year of JOB OPPORTUNITIES to EARN and HELP the WAR EFFORT You Should Be Working at the BIGGEST JOB YOU CAN HANDLE!

Why Not Let Us Help You? TAKE ADVANTAGE OF THE LEADER JOB-GUIDANCE SERVICE

And Call for a Personal Interview at 97 Duane Street, N. Y. C. ABSOLUTELY FREE WITH A \$2.00 YEARLY SUBSCRIPTION TO THE "LEADER" NOTHING MORE TO PAY!

- Here's What the FREE Job-Finding Service Gives You!
★ A Personal Interview with an expert in job guidance.
★ Job Guidance to tell you where you fit into the defense program.
★ Training Opportunities from your point of view-free and pay schools.
★ Job Openings what you need, when, where and how to apply.
★ How to Prepare for defense or Civil Service jobs.
★ Questions Answered whenever you have them.
★ Civil Service Openings you will be informed if we think you qualify.

Don't Miss an Opportunity Which May Exist Today

MAIL THIS COUPON NOW

Civil Service LEADER 97 DUANE STREET, NEW YORK CITY

Enclosed is \$2.00 (check, stamps or money order) to cover cost of annual subscription to The LEADER and the Job Guidance Service. Send me training and experience blanks immediately.

NAME ..... ADDRESS ..... Borough or City
Check here if this is a renewal of your subscription.



### Tests Ordered For Lawyers, Machine Work

Two new examinations were ordered last week by the Municipal Civil Service Commission: one a promotion test to the position of claim examiner (torts), grades 3 and 4, Board of Examiners the other an open-competitive test for the position of office appliance operator, in which the city has experienced a serious shortage.

No dates for official announcement of the tests have been set, nor have the requirements been established.

Paper is scarce. Help save it by placing a standing order for The Civil Service LEADER with your news-dealer. Buy from the same dealer each week.

## 'Civil Service Status'—What It Means, Who Gets It, and How It Works

(Continued from Page Two)

position. However, in order to forestall reinstatement of employees who were separated because of evidence of unsuitability, such appointment may not be made without the prior authority of the Commission or its representatives. Persons who are reinstated or re-appointed under the War Service Regulations do not lose thereby any status, or right to acquire status, they possessed by virtue of their former employment.

Retired employees who meet the special requirements for re-employment prescribed by recent amendments to the Civil Service and Canal Zone retirement acts may be re-employed, regardless of their former status.

The inter or intra-agency of em-

ployees under the War Service Regulations does not affect the original status of such employees. They retain, in their new assignments, the status which they formerly held.

#### If Released to Private Jobs

The status of employees released for war jobs in private industry under Section 4 of War Service Regulation IX is similarly guarded. Employees so released must be carried in leave-without-pay status for the period of their private employment, and are, at the termination of such employment because of reduction of force, etc., entitled to re-employment benefits. In the case of war service appointees, these benefits do not extend beyond 6 months after the end of the war.

#### Transfers

Employees transferring within the Government and employees transferring to private industry are only part of the wartime civil service picture: increasing numbers of Government employees are being inducted into the armed forces. They, too, maintain the status they had as Government employees. The Commission has in fact taken action designed to protect the re-employment rights to which certain groups of employees appointed prior to March 16, 1942, are entitled under the Selective Training and Service Act. The action was taken to protect these groups from being denied re-employment rights by reason of the provision in the Selective Training and Service Act which says that persons in temporary positions do not have re-employment rights.

#### If You Enter Military Service

Under the Commission's procedure, an employee who meets the requirements of the civil service rules may be certified for permanent appointment so that he will have re-employment rights. In more detail, the procedure is as follows:

Upon request of the employing agency, the Commission will take immediate steps to confer a civil service status upon an employee about to enter the military service, provided he is in one of the following groups:

(a) Temporary employees who become eligible for probational appointment under Section 5 of Civil Service Rule VIII prior to March 16, 1942 (that is, temporary appointees who were within reach, on the register, for probational appointment).

(b) Permanent excepted employees who were reached for probational appointment prior to March 16, 1942 (that is, permanent employees in excepted positions who were reached for probational appointment on a register established from an examination for a position comparable to the one they are now holding).

(c) Employees eligible for reinstatement with a classified status under Civil Service Rule IX. (Under Rule IX—"Reinstatement"—a person separated from a position in the classified service after absolute appointment may, in the discretion of the Commission, be reinstated upon certificate of the Commission, subject to certain limitations).

To sum up: Classified civil service status can best be explained in terms of the advantages which derive from it. One important advantage of status is that it assures the employee greater job security. Another is that it broadens the employee's career opportunities, because he has the privilege of promotion and transfer to classified positions. War service appointees, although they acquire, for the duration of their appointments, many of the privileges of status, do not acquire status itself.

[The LEADER will be glad to receive questions from Federal employees about civil service status. Address such questions to Federal Editor, Civil Service LEADER, 97 Duane Street, New York City.]

### Many Agencies Lose Employees

(Continued from Page Two)

Trade Commission, National Labor Relations Board, Federal Communications Commission, and Federal Power Commission likewise have been reduced.

War Production Board, which already has frozen hirings and on its own accord begun to reduce personnel (by turnover) at a rate of 500 to 600 per month, has been told it must make further cuts.

Justice Department likewise has been fairly hard hit, although precise figures are not available.

Immigration and Naturalization Service, now in Philadelphia, took the biggest slash. Anti-Trust Division also was hard hit.

#### War, Navy Escape

Only War Department and Navy Department so far have escaped orders either limiting personnel or reducing it.

In other words, the economy drive is on. And Budget Bureau, anxious to please an angry Congress, has really lowered the boom on some agencies.

#### Don't Get Jittery

For employees, however, these things are important: There is no reason to become jittery.

Very few employees will be fired outright.

If your agency finds it necessary to release you, you can almost certainly expect to be transferred to another Government job.

In most agencies, even those which have been hardest hit, turnover is high enough to absorb most of the ordered reductions.

## Shoppers' Bulletin

#### Convalescent Home

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32 FIFTH AVENUE BROOKLYN

For additional information about war jobs or training come in to see Mrs. Matilda Miller (don't phone) at the Civil Service Leader office, 97 Duane Street, New York City.

#### Men's Shops

### Winokur's Clothes Shop

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15% REDUCTION

Complete Selection of Suits, Coats, Top Coats, For Men and Young Men  
NEWEST MODELS

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A demonstration of X-Ray machine at work being given at the Manhattan Assistants School, 60 East 42d Street, which offers timely courses in X-Ray, Dental and Medical Lab. Technique.

#### Conservation Piece

The accent is on conservation, and the Ideal Carpet Cleaning Company at 567 Third Avenue cooperates along these lines and offers to enter your home and shampoo your broadloom, clean and re-vitalize upholstery, polish furniture and leave the place looking like new. They will also call for rugs, clean,

de-moth, and store them, and return them when you're ready. And all you men with that "good as new" jacket that once did match now worn trousers may consult Mr. Herman Sklarin of the Albee Pants Shop. He specializes in matching the pattern, color and weave, or will help you obtain the proper contrasting material. To take advantage of the economy of this service, merely bring the garment, coat or vest to the Albee at 441 Fulton Street, Brooklyn.

#### Apartment Value

Those who are planning to join the Spring migration to new apartments may be intrigued by the slogan of the Flagg Court Apartments: "There's no place like it." Located at 7200 Ridge Boulevard, Brooklyn, Flagg Court offers modern air-conditioned apartments in a fire-proof building at moderate rentals. Recreational features include four bowling alleys, swimming pool (used as a skating rink in winter), tennis facilities, a game room and a supervised playground for the kiddies. The factor of convenient transportation—35 minutes to Times Square—is an additional provocative item. Phone the resident manager at Shore Road 5-1900 for complete details.

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Buy a Stamp a Day for the Boy Who's Away

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POSTAL NEWS

Pet Gripe Ended

One of the pet gripes of carriers and motor vehicle employees for years has been the regulation requiring the driver of a motor vehicle to pay for repair of any damages to a vehicle he was driving...

Biggest Post Card Goes to Roosevelt

Publicity stunt of the pay-raise campaign was staged by the postmen last Saturday, when 2,000 letter carriers joined in signing a monster postcard to President Roosevelt.

Ceremonies were held on the steps of G.P.O. at 12:30-time set to allow carriers from all stations in Manhattan and Bronx to get there after the completion of their tours.

RESORTS

BARLOW FARM is the nearest to you. Real rural country retreat amidst magnificent Candlewood Lake and Berkshire Hills.

Sent special delivery (fee 20c), first class (fee \$5.20), the postcard carried the hopes of more than just the 2,000 signers.

Back to an Old System?

Expiration of the "Make-believe" time-and-a-half for overtime law on April 30 will place postal employees back under the laws in force before Senate Joint Resolution 170 came along.

Idea of the Week

Use kinfolk of postal workers to replace them, thus solving manpower and dependency problems with one stroke, is the suggestion of Mrs. Mary Sparks of Flushing.

Rumblings

A substitute committee is trying to arrange a meeting of substitute carriers and clerks from all parts of the country to promote the abolition of substitution for the duration...

Social Notes

Mrs. Ann Handman, president of Local 10, Women's Auxiliary, will entertain local big-wigs April 7 at 8:30.

The Circus

The Big Show, the Ringling Bros. and Barnum & Bailey Circus, opens Friday night, in Madison Square Garden after four days spent in last-minute polishing of super-spectacles and dress rehearsals of its 800 performing artists.

Amusement Parade



HENRY TRAVERS as the Mayor in 'The Moon Is Down,' 20th Century-Fox's production now at the Rivoli.

Theodore Dreiser, the famous novelist, has been signed by Monogram Pictures to do the original screenplay for 'Lady, Let's Dance,' to star the English-born skating star Belita...

LEGAL NOTICE

AT A SPECIAL TERM, PART 2 OF THE City Court of the City of New York, held in and for the County of New York, at the Courthouse, No. 52 Chambers Street, Borough of Manhattan, City of New York, on the 26th day of March, 1943.

Present, Hon. James C. Madigan, Justice in the Matter of the Application of SAMUEL SATZ, also known as SAM SPELAR for leave to assume the name of SEYMOUR SACKS.

ORDERED that a copy of this order and the papers upon which it is based, be served upon the Chairman or any member of Local Draft Board No. 25 at 100 West 82nd Street, Borough of Manhattan, City and State of New York, at which petitioner registered pursuant to the Selective Training & Service Act of 1940.

ORDERED that upon compliance with the foregoing requirements, the said SAMUEL SATZ, also known as SAM SPELAR, be and he hereby is authorized on and after the 5th day of May, 1943, to assume and be known by the name of SEYMOUR SACKS and by no other name.

Enter J.C.M., J.C.C. LIQUOR LICENSE NOTICE is hereby given that License No. RL 6078 has been issued to the undersigned to sell liquor at retail in a restaurant under the Alcoholic Beverage Control Law at 712-14-18 West 125th Street, City and County of New York.

Notice is hereby given that License No. RL 22, has been issued to the undersigned to sell liquor at retail in a restaurant under the Alcoholic Beverage Control Law at 89 Greenwich Street, City and County of New York, for on-premises consumption.

be seen on the screen in RKO Radio's 'This Land Is Mine,' film drama co-starring Charles Laughton and Maureen O'Hara. . . . The Ringling Bros. Circus has left its winter quarters in Florida and is scheduled to open at Madison Square Garden on Friday, April 9. . . . Following the 'Keeper of the Flame' the Radio City Music Hall will next present RKO's 'Flight for Victory,' starring Rosalind Russell and Fred MacMurray. . . . Margaret O'Brien, who made her screen debut in 'Journey for Margaret,' has joined the cast of MGM's 'Madame Curie,' playing Irene, daughter of Marie and Pierre Curie. . . . The Heart of a Nation, filmed in France, and starring Michele Morgan, Louis Jouvet and Raimu, will have its American premiere at the Abbey Theater. Charles Boyer acts as narrator.

ALICE FAYE JOHN PAYNE JACK OAKIE LYNN BARI in Hello, Frisco, Hello IN TECHNICOLOR In Person Chico Marx & Band PLUS BIG STAGE SHOW BUY BONDS ROXY 7th Ave. 50th St.

RADIO CITY MUSIC HALL. Rockefeller Center - 50th St.-6th Ave. SPENCER KATHARINE TRACY HEPBURN 'Keeper of the Flame' A Metro-Goldwyn-Mayer Picture Produced by Victor Saville Directed by George Cukor ON THE GREAT STAGE 'VICTORY FLEET'—A thrilling spectacle dedicated to our Navy and Merchant Marine. . . . produced by Leonidoff, with U.S. Marine Band, Glee Club, Rockettes, Corps de Ballet, and Symphony Orchestra, direction Erno Rapee. First Mezzanine Seats Reserved Circle 6-4600

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ZIMMERMAN'S HUNGARIA AMERICAN HUNGARIAN 163 West 46th St., East of B'way LINCOLN FABRICS CO. - NOTICE is hereby given that on February 27th, 1943, a certificate of limited partnership was filed in the Office of the Clerk of the County of New York, of which the substance is as follows: The name of the partnership is LINCOLN FABRICS CO., and its business is converting, manufacturing and dealing in textiles. Principal place of business is located at 35 White Street, New York City.

Leader Movie Merit Rating Scale 100%—Must be seen, 99-90%—Excellent, 89-80%—Good, 79-70%—Fair, Below 70%—Poor. ASTOR—'Human Comedy' 95% CAPITOL—'Slightly Dangerous' 75% GLOBE—'Hitter, Dead or Alive' 60% HOLLYWOOD—'Air Force' 90% PALACE—'They Got Me Covered' 87% PARAMOUNT—'Happy Go Lucky' 90% RADIO CITY MUSIC HALL—'Keeper of the Flame' 90% RIALTO—'Air Raid Wardens' 70% RIVOLI—'The Moon Is Down' 90% ROXY—'Hello Frisco, Hello' 85% STANLEY—'Diary of a Nazi' 90% STATE—'The Power Girls' 70% STRAND—'The Hard Way' 80% B'way & 47th St.—CI. 7-5900

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# Key Men Ask War Service As 'Slacker' Charge Answer

WASHINGTON.—As a result of the draft-dodger accusations which have been levied at Federal employees by the Costello Committee, many key governmental employees have requested that their draft deferment be ended. Not wanting to be called slackers, and even though they are doing essential work, these employees have indicated their intention to leave their positions unless they are protected against the unfounded charges.

### Becoming a Witch Hunt

That the probe by the Costello Committee is rapidly assuming

the proportions of a witchhunt is indicated in the recent accusation of a 47-year-old Federal employee. The accuser, who described himself as a "Congressional Investigator," apparently did not consider the fact that the man was a veteran of World War I and had lost a leg in his country's service.

So acute has the problem become, that it will probably be given to the President for a ruling in the near future

(See also details of draft deferment for Federal employees in General Bradley's column, page 7).

# Summer's-a-Comin' How About Work On a Farm?

With the coming of the summer months, new machinery for the recruiting and training of volunteer farm workers is being geared. There are many agencies in New York City where volunteer farmers may apply.

Six agricultural colleges in the State are offering free one-month courses in farming. In

these courses dairy farming and poultry farming are stressed along with regular farming. The applicant's room and board as well as his tuition are paid by the government.

The Metropolitan Farm Placement Office of the U. S. Employment Service, 124 E. 28th Street, is the clearing house for all kind of farm jobs for city residents.

The Henry Street Settlement, at 301 Henry Street, NYC, gives a two-week farm instruction course. Minimum age requirement for their trainees is 14. Registration is Monday through Friday from five to six p. m.

# How the State Pay Raise Works

ALBANY.—Under the new pay increase plan for State employees, effective May 1, a worker getting less than \$2,000 will get more, including the pay boost, than the fellow getting \$2,000.

The bill has a dividing line providing that salaries under \$2,000 get a 10 percent increase; \$2,000 and over, 7½ percent increase.

Thus an employee getting \$1,960 a year will get a boost of \$196, bringing his wage to \$2,156. But the \$2,000 man, with an increase of 7½ percent, will get a raise of but \$150 and a total salary of \$2,150.

Persons in the \$900 bracket, who were raised on April 1 this year to \$1200, now will get a further 10 percent increase on May 1, under the Hanley general pay-raise bill. Their total pay increase will be more than 46 per cent.

### State Troopers

State Troopers in the Bureau of Criminal Identification will get a \$450 increase plus the additional boost effective May 1, depending on whether they are over or under \$2,000. The BCI troopers get a flat \$200 increase, like the other troopers, and in addition are given \$250 more for clothing since they operate in civilian duds for which they have to foot the bill.

### May Help Cops

Municipal employees all over the State, particularly policemen and firemen, are pointing to the new State pay increases as a further argument in their own behalf. They are hopeful that the Governor will sign the Ehrlich bill permitting cities to issue bonds to pay war-time bonuses of \$300 to all municipal employees. But the pressure of mayors and municipal finance authorities for a veto is reported mounting. The Ehrlich bill would provide municipal employees with a toe-hold for more pay.

# 3-A's and 4-F's Wanted As Steel Mill Helpers

Jobs as helpers in a steel mill in Eastern Pennsylvania are available at a salary of 78c an hour. Attractive bonuses are also offered. All overtime beyond the 5-day, 40-hour-week is paid for at time-and-a-half rate, and the length of overtime varies from week to week.

The swing shift varies every two weeks. The work involves blast furnaces, open hearth furnaces, rolling mills, and forging shops. A physical examination will be given at the mill and the employer will pay transportation to Pennsylvania.

Men from 18-55, 3A or 4F in the draft, are sought. Citizens must bring proof of citizenship and alien applicants must fill out the governmental questionnaire for approval.

Rooms are available at \$3 or \$3.50 a week. Room and board amount to \$13.50-15.00 per week. Applicants should be sure to bring their ration books with them. Application may be made at offices of the United States Employment Service, 87 Madison avenue.

# Maintenance Men, Hospital Dept., Meet Friday

Maintenance Men's Association of the Department of Hospitals will hold a meeting on Friday evening, April 9, 1943, Room 413, 63 Park Row, New York City, at 8 p.m.

This meeting has been specially called to consider the new budget as it affects the Maintenance Men in the Department of Hospitals.

Another order of business at this special meeting will be a discussion on the recommendation now pending before the Municipal Civil Service Commission, whereby maintenance men and handy men titles will be transferred from the labor class to the competitive class.

The meeting will be conducted by the newly-elected President, Thomas E. Murray of Fordham Hospital, who has succeeded William Valentine now in the armed forces.

The attorney for the Association, David A. Savage, will be the guest speaker.

# AFL Sets Up Locals In Six Departments

City employees in six departments have received charters from the American Federation of State, County and Municipal Employees (AFL). Ellis Ranen, formerly Industrial Relations Counselor in the Welfare Department, and now Eastern representative of the AFSCME, stated this week that he has no intention of "attempting to run wild over the entire city." He gave it as his view that "organization can be better accomplished by slow, careful planning," and "by building solid unions rather than a great many unions."

The departments where locals now exist are these:

Board of Transportation. Here the AFL group takes into membership technical and specialized employees.

Department of Public Works. Bridge tenders and operators.

Department of Health. Mainly white collar employees.

Department of Water Supply, Gas, and Electricity. A mixed group, consisting of all titles.

New York City Civilians in the Fire Department.

Parks Department. Attendants.

Sanitation Department. Biggest membership of the

AFSCME, however, is in the Sanitation Department, where four locals are organized. These locals existed before Ranen came into the union. They are the only organizations which the department chooses to recognize.

Central Committee. Meanwhile, the Central Trades and Labor Council of the AFL last week showed new interest in the affairs of municipal employees by organizing a Civil Service and Municipal Affairs Committee. Precise functions have not yet been established, but one AFL official said the committee "would discuss, coordinate, and recommend action for the employees to the entire AFL."

Among those on the committee are the following: Michael P. Connors, Operating Engineers, Local 30; Tom Leonard, Fire Department Civilians; William T. Browne, National Federation of Post Office Clerks; Harry Mitchell and Louis Rosenberg, both of the Joint Conference of Affiliated Postal Employees; Ellis Ranen, AFSCME; Vincent Kane, Uniformed Firemen's Association; James V. Barry, Hod Carriers Union; Michael Moro, Sanitation local, AFSCME. Chairman is Dominick Paduano, an electrical inspector with the Department of Water Supply, Gas, and Electricity. He represents the Electrician's Union.

# Inexperienced Men, Women Get Good Pay in Ordnance

Inexperienced men, or male and female graduate trainees, are eligible for positions in aircraft ordnance in Detroit.

Pay scales are: 85 cents an hour for the first and second week; 90 cents for the third and fourth weeks; 95 cents for the fifth and sixth weeks. When a trainee is qualified, pay is raised to \$1.10-\$1.70. The work week is six days long and employees are required to work 54 hours. Applicants must be prepared to work either day or night shifts—those on the night shift will receive a bonus of five cents an hour.

### Must Be Draft Deferred

The minimum age limit for applicants is 18. Only men 3A, 4F, or 1C in the draft will be considered. They will be trained for aircraft sheet metal work or machine shop occupations. Those who have completed courses

should bring their certificate of training with them. Applicants with physical handicaps will be accepted if they are able to perform the duties. It is necessary that proof of citizenship be offered, or if the applicant is an alien, that he fill out the governmental questionnaire for approval of his application.

Should Have Some Cash. The applicant must pay his own transportation, and it is suggested that he have at least \$75 to pay his fare and expenses until he receives the first pay check from six to nineteen days after starting.

Housing. Single dormitory rooms are available for five dollars weekly, double rooms for \$3.50 each for married couples are available at \$6.50 a week. Board is approximately the same as in New York City.

Persons interested in the position may apply at the United States Employment Service, 87 Madison Avenue, Manhattan.

# Employee Groups Budget Views

(Continued from Page Three) rise in living costs, the heavy taxes and other burdens brought on by the war. Why have they been ignored, Mr. Mayor?"

### Federation of Municipal Employees

"The budget does not meet the requirements of the civil employee. He has received a pitance accompanied by lamentations over the requirements of a balanced budget. Let's clear the air about this balance budget business. Budgets are balanced only because underwriters will not advance short-term loans for current operations unless they are balanced. It might mean inadequate civil service, low salaries, but these must be sacrificed to a good credit rating! The Mayor could readily effectuate corrective measures if he will take advantage of the relief available in section 242 of the administrative code. A reduction of the large interest charges on the City's debt can be used to reduce taxes and increase our current inadequate salary scale. The \$2,500 top is inexcusable."

### Civil Service League

"The most unfair thing about the new budget is its effect on those who receive \$1,799. They get a 6 percent pay rise. Considering that they should have re-

ceived a 15 percent pay rise many months ago, you can realize how unfair it is. While the Mayor was claiming there were no funds, we could put up a vigorous fight. But now that he has given this puny increase, he has made it difficult to enlist the full sympathy of the average citizen to the real plight of the civil employee. We condemn the budget in toto."

### Correction Officers Benevolent Association

"The budget doesn't make adequate provision for correction officers and prison guards. New York is 24th among the cities of the nation in the salaries it pays its correction officers. The new budget should have included a provision to raise the pay of this group."

# Park Association Elects Officers

Officers of the Greater New York Park Employees Association have been installed for the coming year. Gerard Coughlan is president and Thomas Wade is first vice-president. Dominick Gammino is second vice-president; Frank Lewicz, treasurer; Ruth Lee, secretary, and Richard Neumann, sergeant-at-arms. Acting as trustees for the coming year will be Murray Geller, Edward A. Malone, George Thomas and Lillian Wulff.

New York Officers of AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES [American Federation of Labor] are at 261 BROADWAY. Tel: Worth 2-0809. Inquiries Are Invited. ELLIS RANEN IS THE REPRESENTATIVE

Patrolman — Fireman Candidates! You Need the Newest ARCO Civil Service Test Guide! "FIREMAN — PATROLMAN" New York City Police Department—Fire Department Tells you all you need to know to pass your test. Contains hundreds of test type questions and answers; simplified, direct information and textual material which will give you a firm grasp on test technique — on how to answer questions quickly; correctly. You'll want to take the Sealed Trial Test which is included at the end of the book. Price, \$1.50 PARTIAL LIST OF CONTENTS: Judgment questions—Duties of a Fireman; Chemical Fire-fighting; Judgment Questions—Duties of Patrolman; Legal Definitions; Vocabulary; Word Training; Numerical Relations. INCLUDED: The big, 48-page, attractively printed booklet: "FIREMAN," which contains, among many other features, an actual previous New York City test for Fireman. Yours when you get your copy of "Fireman-Patrolman" by ARCO. Call at The LEADER Bookshop, 97 Duane St., or mail coupon below. Civil Service Leader, • 97 Duane Street, N.Y.C. Gentlemen:—Please send me a copy of the Arco "Fireman-Patrolman" Book. I enclose \$1.50. Name ..... Address..... City.....