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**Civil Service**  
**LEADER**

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**A WORD**  
**TO MAYOR GUARDIA**  
**THOSE FIRINGS**  
*See Pages 3, 8*



**NEW YORK CITY**

# **CLERK TEST**

**To Be Open to All High School Grads**

## **NO AGE LIMITS**

*See Page 5*

*How'd you like to be  
an Aerial Gunner – or  
learn Radio for Uncle Sam?*

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### **NYC Employee Morale Hits New Low**

*See Page 3*

### **MANY U.S. JOBS STILL OPEN**

*See Page 9*

# FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

## Internal Revenue Unit Moves to NYC; WPB Branches May Come to Big City

WASHINGTON.—The Bureau of Internal Revenue will hire from 200 to 300 temporary employees in its statistical unit that was moved to New York City from Washington over the weekend.

Commissioner Guy T. Helvering told Senator James M. Mead that the force being moved from Washington would be more than doubled after it got to NYC. About 200 employees are being transferred from the capitol.

Helvering also told the Senator that a considerable number of new people would be hired for the NYC offices when the new tax bill became effective—but when

that'll be is anyone's guess. However, it appears that New York City will be made the center of emergency revenue operations instead of Washington.

In the past, when new tax bills were approved, the collectors and other Internal Revenue officials from the country-over were brought to Washington and trained in tax law changes. The increased work of collecting new taxes results in additional employees both in Washington and in the field stations.

The bureau has been confined to its large building on Constitution Avenue in Washington, where more than 5,000 people are employed. This building is jam-packed and no more new people will be hired for duty in Wash-

ington except to fill vacancies. Hereafter, it's reported, expansion of the headquarters office will be made in New York City.

### Vet Administration Hiring

Another agency that's hiring employees in NYC is the Veterans Administration. Senator Mead has been informed by General Hines, Veterans Administration chief, that approximately 1,500 employees will be hired in the NYC office before the end of September. More than 800 people already have been moved from Washington to NYC and more are to go. The jobs are mainly low-paid clerical jobs.

### WPB to NYC

Washington continues to hear rumors that a considerable number of employees in the War Production Board will be moved to NYC. However, The LEADER has investigated the reports thoroughly and confirmation just isn't possible because the WPB'ers can't make up their minds on the proposed shifts.

It's true, however, that several WPB chiefs want to move their divisions to NYC. One division—construction—was moved to NYC several weeks ago, but only about 10 employees were affected. The iron and steel appeals unit was moved to NYC, but later went back to Washington.

If operation problems could be worked out it's a certainty that a large bloc of WPB employees would be sent to NYC. So far the problem hasn't been solved.

## 30,000 Lawyers Apply for U. S. Test

WASHINGTON—More than 30,000 persons already have applied for the legal exams that have been announced by the Civil Service Commission.

## Efficiency Ratings Lower This Year

WASHINGTON—Employee efficiency ratings are beginning to filter into the Civil Service Commission and a preliminary study shows that they are somewhat lower than they were a year ago.

Moreover, it's believed at the Civil Service Commission that there will be 4 to 6 times as many appeals to the new efficiency rating committees as there were last year.

Under the new efficiency rating system—which was intended to make the rating more uniform—a smaller percentage of the employees were supposed to be rated excellent and very good.

Field ratings also are coming into the Commission this year for the first time.

## Who's Affected By Custodial Pay-Raise Act?

WASHINGTON—The new Ramspeck-Mead act—the custodial pay raise bill—affects only those employees who are paid under the Classification Act of 1923 as amended.

Custodial workers of the Post Office Department who are paid under the Postal Classification Act of 1925 won't benefit by the measure.

Of the 200,000 employees affected by the act, some few won't benefit by it. The act changes the base pay of the custodial

workers and it's possible to be paid the same scale at the highest level of the old scale.

For example, the base pay of building guards was \$1,200. The steps in that grade—CU-3—were \$1,200, \$1,260, \$1,320, \$1,380, \$1,440 and \$1,500.

Some few building guards, of course, were paid \$1,500, the top of the scale.

Under the new grade—CPC (which means crafts, protective, and custodial service) building guards will start at \$1,500 and the steps go to \$1,560, \$1,620, \$1,680, \$1,740, \$1,800 and \$1,860.

The following is the new pay scale of the Crafts, Protective, and Custodial Service as compared with those of the former custodial service:

Pay Scales of the Crafts, Protective, and Custodial Service (CPC), under H.R. 6217, compared with those of the former Custodial Service (Cu); and Revised and Superseded Pay Scales for Grades 1 and 2 of the Sub-professional Service.

CPC-1	720	780	840	900	960		
Cu-1	660	600	720	780	840		
CPC-2 1/2	1,200	1,260	1,320	1,380	1,440	1,500	
Cu-2	1,080	1,140	1,200	1,260	1,320	1,380	
CFC-3	1,320	1,380	1,440	1,500	1,560	1,620	
Cu-3	1,200	1,260	1,320	1,380	1,440	1,500	
CPC-4	1,500	1,560	1,620	1,680	1,740	1,800	1,860
Cu-4	1,320	1,380	1,440	1,500	1,560	1,620	1,680
CPC-5	1,680	1,740	1,800	1,860	1,920	1,980	2,040
Cu-5	1,500	1,560	1,620	1,680	1,740	1,800	1,860
CFC-6	1,860	1,920	1,980	2,040	2,100	2,160	2,200
Cu-6	1,680	1,740	1,800	1,860	1,920	1,980	2,040
CFC-7	2,040	2,100	2,160	2,220	2,300	2,400	2,500
Cu-7	1,860	1,920	1,980	2,040	2,100	2,200	2,300
CFC-8	2,200	2,300	2,400	2,500	2,600	2,700	2,800
Cu-8	2,000	2,100	2,200	2,300	2,400	2,500	2,600
CFC-9	2,300	2,400	2,500	2,600	2,700	2,800	2,900
Cu-9							
CPC-10	2,600	2,700	2,800	2,900	3,000	3,100	3,200
Cu-10							
SP-1	1,200 2/	1,260	1,320	1,380	1,440	1,500	1,560
	1,020 3/	1,080	1,140	1,200	1,260	1,320	1,380
SP-2	1,320 2/	1,380	1,440	1,500	1,560	1,620	1,680
	1,260 3/	1,320	1,380	1,440	1,500	1,560	1,620

1/—The rates for part-time charwomen and part-time head charwomen were 50 and 55 cents per hour, respectively; the revised rates are 65 cents and 70 cents per hour respectively.

2/—Revised rates.

3/—Superseded rates.

The above can best be read by getting your own classification and following it through on the scale.

## Deny Favoritism In Navy Yard

Supervisors in the flag section of the sails loft, Brooklyn Navy Yard, this week disputed charges made by Mrs. Jane Nelson that favoritism prevails in the section. Mrs. Nelson, a power-sewing machine operator, had claimed that she was denied a rating and higher salary while women who had entered the service much later than she were given such ratings.

"That's not so!" said Mrs. Marie Werner, an assistant supervisor in the section. "Mrs. Nelson says she was placed in charge of 10 machines, and had to keep 10 women supplied with work. Why, there aren't 10 machines there, only five. All five don't run at the same time, either. We haven't enough of the right kind of work."

Asked why Mrs. Nelson had received no rating while other em-

ployees, having much less seniority, had received ratings, Mrs. Werner replied: "Better workers get the ratings. We grade them on workmanship and how they produce."

She then went on to explain that Mrs. Nelson's name had been submitted for a rating, "but after the rating sheet goes into the office, I don't know what happens to it." She stated that Mrs. Nelson was "pretty high up, too."

Denying any discrimination against Mrs. Nelson on the ground of color, Mrs. Werner went on to say that "19 other Negro women work in the section, and there's no trouble with any of them. In fact, I was brought up among Negroes."

Mrs. Nelson claims that she made good on the machines which she worked, and that her work was well done. In her spare time she indulges in civilian defense activities, as a post warden in the Air Raid Protective Service. She is also defense chairman of the Col. Charles Young Post, 393.

## Overtime Pay for War, Navy Employees Ends Sept. 30

WASHINGTON—It's a bare six weeks now until the "white collar" overtime pay provisions of the War, Navy passes out of existence and the military services are beginning to get excited about the prospects. The general overtime law expires on September 30.

That War and Navy officials are becoming exercised about the general overtime bill is a healthy sign for the million employees who aren't now paid overtime. The military gets usually what it wants from Congress.

And this time the military is ready to tell Congress that it

wants overtime paid to all Federal workers—not just some of their own.

Congress must act if the more than a million Army and Navy employees now drawing overtime are to continue receiving it after September 30.

If the deadlock with the postal employees continues, insiders now believe that the House Civil Service Committee will report out a pay raise bill that will exempt postal workers altogether. This would take the issue to the House floor, where the fight would be made on increases for postal workers.

## Life of a Postal Sub Is Bad, Getting Worse

A movement got under way this week among employees in the New York Post Office for the appointment of "provisional regulars." Only in this way, it was stated, would it be possible to give some measure of justice to the postal substitute, whose conditions of work and standard of pay have sunk to the lowest levels in recent years.

It is claimed that the payment of overtime to regulars doesn't cost the Post Office anything, and militates against the subs, and hurts the efficiency of the service. The money from which overtime is paid has already been appropriated for hiring regular employees. Now, large numbers of regulars are leaving to enter the military service, or through resignations and retirements. These vacancies, since April of this year, have remained unfilled. No substitutes have been appointed as regulars. The list has been frozen.

Until early last month, regulars who put in overtime were compensated with equivalent time off. Now, however, the regulars are paid for overtime—on a straight basis. This has meant that most of the work which formerly went to substitutes is now being performed by regulars; and consequently, work-opportunities for substitutes have materially decreased.

Because of the frozen lists, the substitute cannot now look forward to appointment as a regular. A sub usually works three years or more in order to become a regular. So morale has swooped way down among the subs. They now can't look forward to appointment. And they haven't

enough work, usually, to keep themselves together.

Many of them have left for jobs in the war industries. And, paradoxically, the Post Office is experiencing a shortage of manpower. There aren't enough subs!

A solution suggested by postal men is to appoint "provisional regulars"—that is, give to the subs full status of regulars for the duration. Then, upon the return of former employees now in the military service, the provisionals would go back to the list, or retain their jobs as regulars where the vacancies would be permanent.

## FAECT Questions Leave Policy

The Federation of Architects, Engineers, Chemists, and Technicians this week charged that the Board of Water Supply does not apply uniform rules in granting leaves of absence. Spokesmen for the FAECT state that while a number of men have received leaves, there are some, particularly in the Watershed, who have been refused leaves.

The Grievance Committee of the technical men's group plans to meet with the commissioners to try to iron out the difficulty.



**SHOOT STRAIGHT  
With Our Boys!  
BUY WAR BONDS**

## Gals Guard Treasury

The Treasury now has nine female guards. All of them have their hair bobbed and curled. They wear lipstick but no fingernail polish. They must wear silk, nylon, or any other attractive stockings. The blue shirts, bluish-grey blouses and overseas caps are furnished by the Secret Service. They do not now carry guns. But next month they'll be taught to shoot and the gals who pass the test will be given the regular guard revolvers, Sam Brown belt and all. Most of the female guards are former waitresses and they like their new work. More will be hired. A guard's job isn't so hard to take now that the base salary has been raised from \$1,200 to \$1,500.

## U. S. Employees To Have Own Docs

WASHINGTON—Federal agencies in Washington soon will emerge with full-time physicians on their staffs in an effort to keep their employees in the pink of physical condition.

Physicians are being hired at the War Production Board. The Office of Emergency Management will be the next agency to take on a staff of doctors. The OEM docs will serve Lend Lease, Office of Price Administration, Board of Economic Warfare, and the score of other new war agencies.

## Air Forces Use Many Civilians

WASHINGTON—Army Air Forces now has about 165,000 civilians on its staff, and before the end of the present fiscal year it's expected to have 250,000. AAF is one of the fastest growing agencies in the Government.

## OPA Starts Hiring

WASHINGTON—Office of Price Administration is again hiring employees for its Washington office after a long status quo period.

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

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# CIVIL SERVICE IN NEW YORK CITY

## Employee Morale Hits All-Time Low In City Agencies

"Whether further dismissals must be made will depend upon the amount of valid claims for back pay."

These words end the statement of Budget Director Kenneth Dayton of the Board of Estimate, in which he asks the dismissal of 197 city employees.

Thus, hanging over the head of the city's workers, is a sword whose first effect, as ascertained by LEADER reporters, has been a chilling of morale, a sudden fear whose immediate result has been a semi-paralysis of many of the everyday tasks which employees perform.

Here's a sampling of comments:

Said an asphalt worker in the Manhattan Borough President's office: "I just can't think of working. I keep thinking how am I going to feed my family."

This, from a clerk in the Comptroller's office: "Oh, what's the use of trying. You give all you have to the city, then this happens. From now on, I'll do only what I have to do, and no more."

### What's City Coming To

Muttered an auto engineman five years in the Sanitation Department: "What's the city coming to? What's civil service coming to? A man feels that his time may come any day. Let me tell you, boy, it's a helluva feeling."

An investigator in the Welfare Department (not among those who were fired): "I wish I had a private job!"

A cleaner in the Public Works Department: "After trying very hard, I finally got a position with the New York City. I thought at last I had some security, that I could stop worrying. I wasn't making much, but at least my family could keep body and soul together. Now I know what it must feel like in Hitler Germany, when you don't know from one day to the next what's going to happen to you—where the Gestapo will strike."

## Union Urges OK of Mayor's McCarthy Changes

In an extended statement issued this week, the State, County and Municipal Workers of America urged acceptance of the Mayor's amendments to the McCarthy Increment Law, with two slight revisions. The union, through its acting secretary-treasurer, James V. King, argued for acceptance as a "practical course of action" to avoid the loss of 250 jobs and protracted litigation in the courts.

The statement follows: "The State, County and Municipal Workers of America has been active in the situation of the 67 dismissed Welfare Investigators from the very beginning. We appeared at the hearing before the Board of Estimate, and we then urged that they be retained on the job. We were happy that we were instrumental in bringing about a temporary resolution of the problem in the form of the reappointment of the 67 for the month of July.

"As a union of civil service employees, we are seriously disturbed over these 67 dismissals and over the 197 dismissals in various City departments which may be effected at the Board of Estimate meeting on Tuesday, August 18. The effect of these dismissals upon the morale of all City employees must be of grave concern to all New Yorkers.

### Must Be Prevented

"We want these dismissals prevented. We want the 67 Investigators reinstated. We want the Sword of Damocles which hangs over their heads removed.

"The Mayor of the City of New York (Continued on Page Fifteen)

# Jobs Slashed Indiscriminately; 'Must Save Money,' Says Mayor

In one of the most drastic actions in his entire career, Mayor Fiorello LaGuardia last week gave 197 employees their dismissal notices—effective August 20, unless the City Council goes along with him on proposed revision of the McCarthy Increment Law, the statute which provides regular salary increases for City employees. The Council had bucked the Mayor, refusing to act with the speed which he required on this. The Mayor's action was the result, through a message to the Board of Estimate signed by Budget Director Kenneth Dayton. The message cites approaching poverty of the City's coffers as the reason for the dismissals, and argues that the intent of the McCarthy Increment Law was not to give increments to as wide a group of employees as are now receiving them.

[The original intent of the McCarthy Increment Law has been argued pro and con for several weeks. However, in a Court of Appeals decision on the case, the now-famous Petrocelli case, the intent was taken to mean that increments could go to graded employees beyond \$2,400 and to ungraded employees beyond \$2,280. The employees who fought and won this case, social investigators in the Welfare Department, have already been fired.]

### Many Jobs Not Involved

Many of the positions which are dropped among the 197 wouldn't be affected one way or another by the proposed changes in the McCarthy Increment Law. They include messengers and clerks, law assistants, copyists, stenographers, cleaners. Among those slated to go are four clerks in the Law Department earning \$960 a year each. Largest group hit seems to be the auto enginemen, who were pulled out of departments apparently indiscriminately. Laborers, pavers, rammers, climbers and pruners (ten of

these, Mr. Moses), bricklayers, asphalt workers, laboratory assistants, are in the categories who get the axe. An endeavor to find a pattern dictating the firings hasn't been successful.

The response among employees was instantaneous. And perhaps that response can be summed up in a single word: bitterness. A few of the comments gathered by LEADER reporters among employees appear elsewhere on this page. While there was disagreement among employee organizations concerning the proper approach to the Mayor's amendments, there was unanimity in the reaction that these dismissals are unfair and should not be permitted to go through. Caught off guard, employee organizations weren't all ready with their strategy as this newspaper went to press. They were in their huddles, however, and it appeared very unlikely that they would take the Mayor's action without a fight.

The complete list of titles eliminated appears on page 4.

## Fired Investigators To Fight for Jobs

The trepidation of 67 investigators in the Welfare Department flared up into fierce resentment this week. On Saturday, August 8, they had been summarily read out of the city service—even though many of them had been at work for ten, fifteen, and twenty years. Reason for the dismissal: They had won, through court action, salary increments which Mayor LaGuardia feels they shouldn't have. The Mayor isn't backtracking—he's going ahead with the most ruthless measures until the City Council obeys him and puts through his amendments to the McCarthy Increment Law, as one of the dismissed investigators dolefully put it.

But the former Welfare employees aren't taking it lying down. They're planning to fight the dismissals with every weapon they can muster. At present, a large number of them, through their attorney, David A. Savage, are taking the matter to the courts. Savage will claim that the firings are illegal because the Board of Estimate can't fire after budget-making time is over—June 15.

Says Savage: "The Court of Appeals has frequently made this clear, in interpreting sections 65 and 68 of the City Charter. A department head has the right to lay off employees for lack of funds or lack of work. But the Board of Estimate can't do it beyond budget-making time. In this case, the money has been appropriated. It's in the budget. The argument that there is no money for the purpose is absurd. The tax rate had been set long before these firings. That tax rate included the salaries of these 67 employees who have been thrown out of work."

### Where's the Money

Merely as a side issue, Savage points out, he'd like to know just what happens to that money now that it isn't being paid out in salaries.

The court action will also attack the city on the grounds that seniority of the dismissed employees wasn't observed.

Late last week, Savage and Budget Director Kenneth Dayton held a telephone conversation on the subject. Dayton suggested bringing the matter directly to the Appellate Division for decision, then changed his mind. "It is my belief," says Savage, "that the city may attempt to persuade the court with outside matter, because on the issues, the city is so clearly wrong."

The case comes before the Supreme Court, Special Term. No date has yet been set.

## Eleven Years Of Merit System

This is the sad tale of William Chamdler, 11 years in the civil service of New York City.

He started in 1931, a watchman in the Board of Transportation at a salary of \$1,825.

First, the salary was reduced to \$1,560.

Then, in 1933, William was suspended.

In 1934, he was reinstated in the Brooklyn Borough President's Office, salary \$1,200.

After many years, under the McCarthy Increment Law, he worked up by regular increases to \$1,799.

Came July 1, 1942, and he was suspended.

Two weeks later, he was reinstated as an attendant in the Parks Department. Salary \$1,200.

William Chamdler now fears he's slated to go out again.

# Promotion Possibilities Definitely Limited

In the absence of open-competitive lists to fill city positions, the Civil Service Commission will not certify city-wide promotion lists to a department, according to a decision reached at its meeting last week. The decision reverses the previous policy of the Commission.

City-wide promotion lists were declared void by the Court of Appeals in the case of Cornehl vs. Kern. However, the Commission continued to certify these lists to a department to fill a vacancy when no list, open-competitive or promotion, existed. Following the policy laid down by the Court of Appeals, the Commission's ruling definitely limits the promotion possibilities of employees to their own departments.

The ruling was made upon receipt of a request by the Department of Hospitals for names of eligibles to fill a vacancy

at a salary of \$2,340. The only eligible list available to fill this job is the city-wide promotion list in the title, as there is no open-competitive list in existence. As a result of the Commission's ruling, the city-wide list cannot be certified.

## Clerks Become Ticket Agents

The Civil Service Commission continued to certify the clerk, grade 2, list to the Department of Marine and Aviation to fill temporary jobs as ticket agents in the Bureau of Ferries. During the past week the names of thirteen eligibles, up to number 6,258 on the list, were certified.

Because of the difficulties encountered in filling ticket agent vacancies, the Commission is expected to offer these jobs, in the future, to eligibles who pass the clerk, grade one, test to be held this Fall.

# Budget Director Explains Why City Is Firing 197 Employees

*Because of its long-range importance to City employees, the message which Kenneth Dayton, Budget Director, sent last week to the Board of Estimate, is reprinted here in condensed version. It is recommended that every City employee read this carefully—his job (or his lack of a job) may well depend upon what is said in this document. Turn to page 4 for a listing of the positions being dropped. Then read the editorial "A Word to the Mayor," on page 8.*

August 12, 1942

"To the Board of Estimate,

"Gentlemen:

"At a meeting held on June 29, 1942, I presented to your board a report on the situation arising from the decision of the Court of Appeals in the Petrocelli case. On June 30, 1942, you took the first step in meeting the budgetary problem created by that decision by eliminating all positions of Social Investigator, Grade 3, in the Department of Welfare. As a result, 71 Social Investigators were dropped from the payroll on June 30.

"At the same meeting, it was suggested that the Council might consider amendment of the McCarthy Increment Law to meet the de-

cision, and, in accordance with the sentiment expressed by the members of the Board at that time, the Budget was further modified by certificate of the Director of the Budget, effective July 1, to establish 67 positions of Social Investigator in the Department of Welfare for a period of one month only, so as to give the Council the opportunity to act. (The other four investigators dropped on June 30 had indicated their intention to retire.)

"An amendment of the McCarthy Law was drafted, designed, so far as future City employees were concerned, to bring it into line with the original intent of the law, and to eliminate the additional increments payable under the Petrocelli decision. A special meeting of the Council was held on August 4, at which the bill was introduced. The committee hearing on the bill was held on August 7, and it was understood that another special meeting of the Council would be held on August 10 to take action on the bill. After that hearing on August 7 had been closed it was learned that the Council would not meet on August 10 for action, that the committee itself had no intention of acting in the immediate future.

"In 1932 and 1933 the City drifted into virtual bankruptcy because of the failure to take action in time to reduce its expenditures before they exceeded its income. I am sure that no member of your Board intends that experience to be repeated. But there is just one way to avoid it—to keep expenditures at

all times within income, and when they exceed income, to move immediately for a reduction of expenditures. There is no money in the budget to meet this decision; there is no money in prospect to meet it; and accordingly, balancing economies must be made.

"It is necessary to realize just how serious the present situation is. The Expense Budget for the fiscal year 1942-43 is \$769,214,273. The Expense Budget for 1941-42 on a comparable basis was \$812,935,855. (The method of stating the total Expense Budget was changed this year after legislative action transferring the old Emergency Relief Taxes to the General Fund, and requiring expenditures from those taxes to be included in the Expense Budget, so as to include in the Expense Budget Total all cash expenditures of the City for current operations. Thereby, for the first time, it gave the entire cost of current operations of the City government). This was a reduction of \$43,721,582.

### Positions Eliminated

"That tremendous reduction was forced upon the City to keep its financial house in order. Many departmental allowances were reduced by 10 percent and some by an even larger figure. To attain this reduction the City was forced to eliminate 3,968 vacant positions for an annual saving of \$9,025,000. It is believed that no such reduction in vacancies has ever before been made in a City budget. But the City went far beyond this. For the first time it eliminated 2,672 filled

positions with an annual payroll of \$5,148,000. I need not remind you how serious was the situation which forced such drastic action.

"It is argued, however, that the City is still able to meet additional expenditures because there will be accruals from personal service codes which will create a surplus, and that the City will be unable to buy the supplies, materials and equipment for which it has made appropriations and therefore there will be savings from that source.

### Accruals

"First, as to the personal service accruals, a strange confusion seems to exist. Strictly speaking, an accrual is an item for which an appropriation has been made, but which is not entirely expended. Knowing from experience that there will be a failure to expend personal service appropriations in their entirety, the City has followed the policy in recent years of deducting estimated accruals in advance.

"We deducted \$5,695,000 estimated accruals in the 1942-43 budget. But in the meantime we had eliminated \$9,025,000 in vacancies and \$5,148,000 in filled positions which were obviously the positions most easily spared. In other words, in the current year we have undertaken to make nearly \$7,000,000 accruals after eliminating the \$11,000,000 worth of positions from which they would normally result. "No such program of forced saving has ever been set before City departments in preceding budgets. (Continued on Page Eleven)

### These Are The Jobs Which The Mayor Would Wipe Out

Below is a complete listing of the job-titles which the Mayor proposed to eliminate, department by department. The number on the left indicates the "code line" or place in the budget. Under the heading "Eliminate" is the present number of jobs as they appear in the budget, together with their salaries; and under the heading "Substitute" is the way they would appear after the proposed number of jobs have been wiped out.

Table listing job titles, salaries, and elimination/substitution details for various departments including President of Boroughs, Department of Finance, Law Department, City Register, Public Works, Police Department, Fire Department, Department of Housing and Buildings, and Health Department.

(Continued on Page Thirteen)

### Your Chances for Appointment

IMPORTANT: PLEASE READ THIS

The highest numbers certified on New York City eligible lists for permanent, temporary, and indefinite positions at various salary ranges appear below. Do not add these figures. The first column contains the name of the eligible list; the second column, the department to which the list was certified; the third column, the salaries of the positions to be filled. The fourth column shows whether the certification was to a permanent, temporary or indefinite position. The fifth column shows the highest number reached and the last column, the expiration date of the list. Readers should remember that certification does not necessarily mean appointment as many more names are always certified than there are vacancies.

The Civil Service Commission does not notify eligibles when they are certified. If your number is lower than the number reached on your list and you have not been notified yet, don't worry about it. The department to which you were certified will notify you when you are about to be reached for appointment.

Table with 11 columns: Title, Department, Salary, P.I., Latest No., and Last Expires. Lists various job titles such as Able-Bodied Seaman, Clerk, Fireman, and various inspectors.

### Exams Open to Men In Fire Department

All men in the Fire Department who possess a Pilot's License, First Class, New York Harbor, are eligible to take an examination announced this week by the Municipal Civil Service Commission. There are three vacancies to be filled, and the position of pilot, in the Fire Department, pays \$3,500 a year. An application costs \$3. There won't be a written test. Record and seniority will count for 50. And a practical test will count 50. But in each of these parts, the candidate must earn at least 70 per cent to make the list. Deadline for applications to be in is September 1. The practical test is scheduled for September 15.

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# City to Re-open Filing For Grade 1 Clerk Test

Applications for the New York City clerk, grade 1, examination will be reissued for a period of five days, beginning shortly after Labor Day. In January, 31,649 candidates filed applications for this test, which has not yet been held. The candidates who filed in January will not have to file again.

The requirements for the test will not be changed. As in January, the test will be open to all high school graduates. There will be no age limitations or experience requirements. The test will be open to men and women.

### Won't Be Cancelled

The reopening of applications puts an end to fears of the candidates who filed previously that the test would be cancelled. Reason why the test will be rean-

nounced by the Civil Service Commission is that the list to be established as a result of this examination will be used under the process of selective certification to fill positions in many other titles. The reopening of the application dates will give persons a chance to file, who might not have been interested last January.

Among the jobs for which the clerk list may be used are attendant, telephone operator, messenger, mimeograph operator, ticket agent, etc. Under the process known as selective certification, an eligible must meet the requirements of the particular positions for which his list is being used, in order to be appointed to vacancies in that title. Thus, if the current telephone operator lists should be exhausted, the Commission could certify names of candidates on the clerk, grade one list to a department to fill va-

cancies as telephone operators. However, only those eligibles who would qualify as telephone operators would be certified. The same procedure would be followed in certifying eligibles for attendants, mimeograph operators, etc.

Questions on the clerk, grade one, examination will be designed to test the candidate for mental alertness, reasoning ability, vocabulary, spelling, arithmetic, capacity to follow written directions, elementary office practice, knowledge of civic affairs. The mark received on the written test will determine the candidate's standing on the list. A fee of 50 cents will be required at the time the candidate files the applications.

No date has been set as yet for the clerk, grade one, test. As soon as the date is set, it will be published in The LEADER.

## Sanitation Men Get Promotions From New List

Fifteen appointments as assistant foreman in the Department of Sanitation at salaries of \$2,280 a year will be made from the promotion list just established by the Civil Service Commission. The list, containing 347 names, appears in this issue of The LEADER on Page 11.

In addition, Class B and C sanitation men detailed as acting assistant foremen in garages, landfills, waterfront dumps, and incinerators who have not passed the exam, will be replaced by men on the assistant foreman promotion list. These men, although not officially promoted to assistant foreman, will enjoy all the privileges of assistant foremen except one. They will wear the uniform of assistant foremen, have the badge of assistant foremen, do the work of assistant foremen but they will not receive the salary of assistant foremen. As soon as further vacancies occur in this title, however, they will be promoted to assistant foreman in the order of their standing on the list.

**15 to Inspection Division**  
Fifteen men on the promotion list for assistant foreman will be assigned to the inspection division to enforce sanitation laws. Officials of the Sanitation Department estimate that a total of 91 men on the list, including the fifteen to be permanently raised to the higher salary, will be assigned to duty as assistant foremen, either acting or permanent.

### Farina Is No. 1

First of the 347 successful assistant foremen candidates—sole survivors of 2,368 who took the written promotion exam on July 19, 1941—is Joseph Farina, 445 45th Street, Brooklyn. Closely following Farina are George Zachman, 1889 Troutman Street, Ridgewood, Queens; Louis Falco, 7017 15th Avenue, Brooklyn; Joseph J. LaPenna, 8 Dahl Court, Brooklyn, and Frank Schiels, 2

## Property Manager Answers Altered

Three changes have been made in the tentative key answers on the property manager test, held recently by the Municipal Civil Service Commission.

Question 23 has been changed so that both D and M are considered the right answer; question 64 has been changed so that B and C are the correct answers. Candidates who marked A or D in answer to question 64 will receive credit for this question.

Three hundred and eighteen candidates took part in this examination, which was both an open-competitive and a promotion test. Originally, only D was given as the correct answer for questions 32 and 67 and C for question 64.

## Motorman List Is Called Back

The promulgation of the promotion list for motorman, BMT division, of the New York City Transit System was revoked by the Civil Service Commission at its meeting last week. Reason for this action is that the eligibles on this list still have to pass a practical examination. The practical test will be given as soon as a training course conducted by the Board of Transportation is completed.

The BMT promotion list for motorman was published by the Civil Service Commission on March 25. It was previously promulgated on July 29. Promulgation means that the list is officially okayed for certification.

Case Avenue, Princess Bay, Richmond. The complete list appears on page 11.

The assistant foreman promotion list will be in existence for a period of four years. There are 400 permanent jobs as assistant foreman in the Sanitation Department. A total of 156 appointments were made from the last promotion list for this title.

# 243 Names Removed From Fireman List

### (Exclusive)

The names of 243 fire eligibles have been removed from the fireman list because they failed to show up for conditional medical re-examinations. The LEADER has learned. The fire eligibles had been given six months from the date of the establishment of the list to have their medical deficiencies corrected.

The removal of these names from the fireman list depletes a register seriously affected by the draft. According to figures compiled by officers of the Fire Eligibles Association, 533 eligibles are in military service. As 100 men have been appointed to the Fire Department from the list,

the total number of names removed from the register for these three reasons is 876. When the fireman list was established December 15, 1941, it contained 2,507 names.

### Some Not Available

In addition to the 876 men who have been definitely removed from the list because of appointment, military service and failure to show up for medical re-examinations, an undisclosed number of eligibles are not available because they are under the legal age appointment limit of 21, have accepted appropriate positions in other departments, or have 1A draft classifications. Eligibles who have accepted appropriate jobs in other departments have their names taken from the fireman list for a period of one year

from the date of their appointment.

At the present time, there are 394 vacancies as fireman in the Fire Department. As soon as much-needed promotions to higher ranking positions are made in the Fire Department, the number of fireman vacancies will be greatly increased. Altogether, there are 99 positions unfilled in the four ranks of commanding officers, lieutenant, captain, battalion chief and deputy chief.

During the past week, eligibles on the fireman list were certified by the Civil Service Commission to the New York City Tunnel Authority and to the Department of Correction to fill permanent jobs as tunnel officers and correction officers. For 20 tunnel officer jobs at \$1,800 a year, the Commission sent over the names of 184 eligibles up to number 1,514 on the list. For ten correction officer posts at \$1,769 a year, the names of 24 eligibles up to number 1,124, were certified. All of the eligibles who accept these permanent appropriate positions will have their names removed from the fireman list for a period of one year.

# 75 Tests on 'Futures' Civil Service Schedule

Seven open-competitive and two promotion examinations for positions in the Department of Health, the Department of Hospitals and the Welfare Department were ordered by the Municipal Civil Service Commission at its meeting on Wednesday, August 12. The ordering of these tests brings the number of tests now on the Commission's schedule to seventy-five. Of these, forty-four are open-competitive tests and thirty-one, promotion exams.

The tests ordered at last week's meeting of the Commission follow:

### Open-Competitive

- Historian, Medical Records.
- Neuropathologist, grade 4.
- Senior Bacteriologist (sanitary).
- Senior Bacteriologist (medical).
- Senior Bacteriologist.
- Steward.
- District Health Officer, grade 4.

### Promotion

- Senior Bacteriologist.
- District Health Officer, grade 4.

The tests previously ordered by the Civil Service Commission are listed below. The ordering of an examination by the Civil Service Commission is the official signal for its examining division to study the requirements of the position and to go ahead with preparation of the test announcement. As soon as the tests are announced, full requirements including application dates, will be published in The LEADER.

The previously ordered tests are:

### Open Competitive

- Assistant Counsel, Grade 4 (B. of T.).
- Assistant Maintainer.
- Assistant Pharmacist.
- Civil Engineering Draftsman.

- Deputy Sheriff, Grade 1.
- Exterminator.
- Head Dietitian.
- General Mechanic (Dept. of Parks).
- Inspector of Fuel, Grade 2.
- Inspector of Fuel and Supplies, Grade 2.
- Instructor of Barbering.
- Instructor of Trades (Tailoring).
- Junior Engineer (Electrical), Grade 3.
- Junior Epidemiologist.
- Junior Physicist (Radiation).
- Laboratory Assistant (all specialties).
- Law Assistant, Grade 2 (Torts).
- Maintenance Man, A (Carpentry and Painting).
- Maintenance Man, B (Brick, Stone, Tile, Concrete and Plaster Work).
- Maintenance Man, C (Plumbing, Pipe Fitting and Sheet Metal Work).
- Maintenance Man, D (Mechanical Equipment).
- Maintenance Man, E (Electrical).
- Medical Consultant (Social Hygiene).
- Power Maintainer, NYCTS.
- Probation Officer.
- Office Appliance Operator (Addressograph), Grade 2.
- Radiation Therapist.
- Radio Operator, Grade 1.
- Research Assistant (Cancer).
- Seamstress.
- Senior Property Manager (Bureau of Real Estate).
- Shoemaker.
- Steamfitter's Helper.
- Stenographer, Grade 2.
- Thermostat Repairer.
- X-Ray Technician.
- X-Ray Technician (Orange County only).

### Promotion Tests

- Assistant Counsel (Torts), Gr. 4

- (B. T.).
- Asst. Foreman (Lighting), IND Division., NYCTS.
- Asst. Foreman (Track), All Divisions, NYCTS.
- Asst. Foreman (Track), All Divisions, NYCTS.
- Asst. Foreman (Structures), All Divisions, NYCTS.
- Asst. Landscape Architect, N. Y. C. Housing Authority.
- Asst. Resident Bldg. Supt. (Housing) Gr. 2, N.Y.C.H.A.
- Budget Examiner (Bureau of the Budget)
- Carpenter (Fire Department)
- Claim Examiner (Law), Gr. 4, Bureau of Law and Adjustment (Comptroller's Office).
- Claim Examiner (Torts), Gr. 4, Bureau of Law and Adjustment (Comptroller's Office).
- Clerk, Grade 3.
- Clerk, Grade 4.
- Fireman (Department of Hospitals).
- Foreman (Department of Sanitation).
- Foreman of Pavers (Borough President of Brooklyn).
- Foreman of Porters (Dept. of Public Works).
- Foreman (Structures), All Divisions, NYCTS.
- Jr. Chemist, All City Departments where the title exists in the Budget.
- Jr. Civil Service Examiner (C.S.C.).
- Jr. Counsel, Gr. 3 (B. of T.).
- Law Assistant, Gr. 2 (B. of T.).
- Lieutenant, P. D.
- Machinist's Helper (Dept. of Sanitation and Borough President of Manhattan).
- Pilot (Fire Department).
- Road Car Inspector, IND Division, NYCTS.
- Stationary Engineer (Various Depts.).
- Stationary Engineer (Electric), various Depts.
- Supervisor, Gr. 3 (Financial Investigation).
- Washer (Dept. of Hospitals).
- Change of Title
- Blacksmith Helper, Dept. of Sanitation and Public Works.
- Butcher (Labor class), Dept. of Hospitals.

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# CIVIL SERVICE IN NEW YORK STATE

## State Group Organizes School Program

ALBANY — Harold J. Fisher, president of the Association of State Civil Service Employees today announced the launching of an educational program which will be initiated at Siena College, Loudonville, on September 14th.

Having as one of its objectives the development of career opportunities for State Civil Service Employees, and realizing the new types of job classifications that have appeared in the listings of civil service examinations, the Association, through its Executive Committee, approved a plan of cooperation with educational institutions near Albany conducting various evening courses with col-

lege credits and approved by the Regents of the State of New York, to make available to State employees an educational program which will be helpful to the efficiency of State service and the advancement of employees in public service.

### McLaughlin Chairman

An Association Education Committee was appointed by Mr. Fisher with Mrs. Eugenia McLaughlin, chief of the Division of Examinations of the State Civil Service Department as chairman. The courses to be offered by the association in cooperation with Siena College have been planned on the basis of their practicability and their genuine value to the individual's advancement to higher and more responsible positions.

The courses will be given at Siena College under the supervision of the faculty and will include: Effective Writing, which will be based on the principles of good writing as applied to letters, memoranda, reports, pamphlets, and other communications written by government agencies; Effective Speaking, as applied to conducting and participating in public, departmental and group meetings; Personnel Administration, a study of fundamental principles of personnel administration, emphasizing public personnel administration; Staff Supervision, its principles and practices; State Government, the organization functioning and administration of State Agencies in New York State; and Bacteriology, including general bacteriological technique and instruction in methods of using a microscope; isolation and identification of bacterial species; preparation of stains, reagents, culture media; the bacteriology of air, soil, water, sewage, milk and foods; infection and immunity.

The employees who satisfactorily complete courses will be given Regents' Public Service Training Certificates by the Bureau of Public Service Training of the State Education Department. These certificates are recognized by the State Civil Service Department insofar as civil service examinations are concerned.

Formal registration for the courses will be from 12 noon to 2 p. m. on August 31, September 1, 2 and 3, and from 5 to 6.30 p. m. on September 1 and 3 at Hearing Rooms on the first floor of the State Office Building, in Albany. Other registration centers will also be established and announced in the near future. Information concerning the courses may be obtained from the association's headquarters, in the State Capitol Building, Albany.

### Who's Serving

Serving with Mrs. McLaughlin on the Association's Education Committee are: Dr. Istar Haupt, Associate Examiner of the State Civil Service Department; Elizabeth Slattery, State Motor Vehicle Bureau; Mrs. Beulah Bailey Thull, Tax Research Assistant of the State Tax Department; Catherine Shanahn, Senior Personnel Technician of the Civil Service Department; Lottie Edwards, Assistant, Teacher Training of the State Education Department; Dr. Albert Hall, Director of the Office of War Training Programs, New York War Council, and Chief of the Bureau of Public Service Training of the Education Department; Dr. Frank L. Tolman, Director of the Division of Adult Education and Library Extension of the Education Department, and Dr. David Schneider, Director of the Bureau of Research and Statistics of the State Social Welfare Department.

## State Probers Begin Probing

ALBANY. — The Joint Legislative Committee on the Civil Service System, of which Assemblyman Fred S. Hollowell of Penn Yan is chairman and William J. Darch of Batavia is counsel, today announced that its inquiries had begun.

"We are making our start," said Chairman Hollowell "by asking the members of the Civil Service Commission to give us their views on a number of the fundamental policies and procedures of the Department of Civil Service. We intend to direct our inquiries along lines that will be of the greatest constructive value to the State service and we feel that, to begin with, the Commissioners should be given the opportunity to present their own words either jointly or individually, the facts as to their methods of operation and to state their problems. From that point on we intend to review every subject and factor that has a bearing on the question of how the merit system in the State can be strengthened in a way to afford the maximum encouragement and protection to conscientious employees and to citizens who wish to enter the service, and also to aid the taxpayers who desire to see the State gets the best returns in competent personnel services for the tax money spent."

The committee has filed a number of questions with the Commission dealing with such subjects as the process of establishing positions, the "jurisdictional"

classification of positions as unclassified, exempt, or non-competitive, and the criteria on which these classifications are based, the nature and use of the occupational classifications, the needs for eligible lists, the announcement of examinations, and the handling of applications. Later it is planned to consider in equally complete detail the types and methods of examination, the problem of promotion, and the use of provisional appointments.

Frank O. Everett of the firm of Griffenhagen & Associates will act as the committee's principal technical consultant and have charge of the field work. Mr. Everett acted in a similar capacity for the Hutchinson Committee that made a classification study of the State service some years ago and laid the ground work for the classification and salary legislation adopted since then.

## Progress Slow On State Tests

ALBANY.—Progress in the rating of several completed examinations for State Jobs is moving slowly, it was reported this week. It appeared doubtful that the rating of motor vehicle safety responsibility adjudicator would be finished by September 1 as desired by the Governor. The new list for dairy and food inspector probably will be out next week.

Your country has a War Bond Quota to meet this month. Is your own household budget apportioned so that you will put 10% into War Bonds?

## Correction Dept. Works Up Course In Democracy

ALBANY.—A unique, up-to-the-minute course entitled "The Individual in a Democracy at War," has just been completed by the New York State Department of Correction. Designed to drive home the values of democracy the nine-unit, 236-page course points out in vigorous fashion what it will mean to win or lose the war.

This brief survey of our country at war and of each individual's responsibility in this struggle is composed of fifty-six student lessons organized under the following major topics: What Will It Mean For the United States to Win or Lose the War; Duties and Rights as Americans; Training and Retraining to Meet Wartime Needs; Wartime Community Responsibilities and Opportunities; Conservation of Natural Resources to Meet War Emergencies; Financing World War II; Personal Fitness for Wartime Activities; Combating Propaganda in War Time; and Some Problems to be Solved in Preserving Peace After the War.

While the course is primarily designed for use with inmate classes in correctional institutions, most of the material, with some adaptation, is also valuable for use in public schools, with adult groups, and in any other situation where a study of the impact of the war on the individual is desired.

## When Does Seniority Begin?

ALBANY.—"In determining the date of original appointment where a position has been reclassified from the exempt class to the competitive class, should date of entrance into the exempt class position be considered as the date of original appointment, or should only competitive class service be credited?"

Joseph Schechter, counsel to the State Civil Service Commission, asked this question of Attorney General Bennett.

The answer: "... date of transfer to the competitive class constitutes date of original appointment for purposes of seniority."

## Starts Hearings

ALBANY. — Miss Grace A. Reavy, chairman of the State Civil Service Commission has set September 9 and 10 for hearings on classification problems involving deputy sheriffs and village clerks. The deputy sheriff hearing will be the morning of September 10 and the one on the village clerks the morning of September 11. Both hearings will be in Albany before the Commission.

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## Have You Taken One Of These State Tests?

### OPEN-COMPETITIVE

Court Attendant, First and Second District: 3,279 candidates, held May 10, 1941. The rating of the written examination is completed. The rating of training and experience is in progress.

Supervising Tax Examiner: 193 candidates, held May 24, 1941. The list has been sent to the Administration Division for printing.

Photographer, Mental Hygiene: 313 candidates, held July 19, 1941. The rating of part two of the written test is in progress.

Bedding Inspector: 351 candidates, held July 19, 1941. The list is being printed.

Senior Social Worker: 256 candidates, held October 18, 1941. Written and training and experience ratings completed. Clerical work is in progress.

Dairy and Food Inspector: 303 candidates, held December 20, 1941. The rating of the written examination is completed. The rating of training and experience is in progress.

Junior Personnel Technician: 1,523 candidates, held December 20, 1941. The rating of part two of the written test is in progress.

Senior Hearing Stenographer: 231 candidates, held December 20, 1941. The rating of the qualifying test is in progress.

Motor Vehicle License Examiner: 8,200 candidates, held February 14, 1942. The rating scale is being prepared.

Assistant Actuarial Clerk, Insurance Department: 120 candidates, March 25, 1942. The rating of training and experience is prepared.

Assistant Institution Meat Grader, Division of Standards and Purchases: 175 candidates, held March 28, 1942. The rating of training and experience has been completed. The Examination Division is waiting for a decision on one disabled veteran.

Assistant Social Worker: 82 candidates, held March 28, 1942. The rating of the written examination is in progress.

Field Investigator of Narcotics Control: 80 candidates, held March 28, 1942. The rating of the written examination is in progress.

Park Patrolman: 335 candidates, held March 28, 1942. The rating of the written examination is completed. The rating of training and experience is completed. Physical examination s are to be held.

Steam Fireman: 146 candidates, held March 23, 1942. The rating of the written examination is completed. The rating of training and experience is in progress.

Supervisor, Vocational Rehabilitation, Education Department: 128 candidates, held March 28, 1942. Rating of the written examination is completed. Interviews are completed. Clerical work is in progress.

Damages Evaluator: 398 candidates, held May 23, 1942. The rating

of the written examination is in progress.

Senior Damages Evaluator: 326 candidates, held May 23, 1942. The rating of the written examination is in progress.

Tax Collector: 2326 candidates, held May 23, 1942. Tentative rating scale is prepared.

Telephone Operator, State Departments and Institutions: 936 candidates, held May 23, 1942 (includes Telephone Operator, Westchester County). Key answers sent to candidates. Appeals were considered. Final key answers established. Rating on written not yet started.

Telephone Operator, Westchester County: Held May 23. Key answers sent to candidates. Rating on written not yet started.

Hospital Attendant, Mental Hygiene: Held April 18. List is being printed.

### PROMOTION

Senior Case Worker, Erie County: 208 candidates, held March 1, 1941. The examinations division is waiting for reports on service record ratings.

Assistant Principal Keeper, Correction Department: 942 candidates, held October 25, 1941 (includes Principal Keeper, Captain, Lieutenant, and Sergeant). The rating of the written examination is completed. Interviews are completed.

Principal Keeper, Correction Department: held October 25, 1941. The rating of the written examination is completed. Interviews are completed. Clerical work is in progress.

Assistant File Clerk, Taxation and Finance: 166 candidates, held March 28, 1942. The rating of the written examination is in progress.

Assistant Mail and Supply Clerk, Taxation and Finance: 163 candidates, held March 28, 1942. The rating of the written examination is in progress.

Junior Compensation Claims Investigator, State Insurance Fund: 67 candidates, held March 28, 1942. The rating of the written examination is in progress.

Senior Clerk, Underwriting (S. I. F. N. Y. O.): 95 candidates, held March 28, 1942. The rating of the written examination is completed. The rating of training and experience is in progress.

Spec. Att. Clerk, Mental Hygiene: 109 candidates, held March 28, 1942. List is being printed.

Voucher and Treas. Clerk, Mental Hygiene: 76 candidates, held March 28, 1942. The rating of the written examination is completed. Rating of training and experience is in progress. The Examinations Division is waiting for reports on service record rating.

Assistant Comp. Claims Examiner, State Insurance Fund: 55 candidates, held May 23, 1942. The rating of the written examination is in progress.

Chief Lock Operator, Public Works: 73 candidates, held May 23, 1942. The list is being printed.

# WAR JOB NEWS

A SPECIAL SECTION OF THE CIVIL SERVICE LEADER

## How'd You Like to Be An Aerial Gunner?

The Army Air Force needs more aerial gunners—the men with speedy reflexes and precision training for accurate firing of .30 and .50 caliber guns into enemy planes attacking American bombers while flying at more than 300 miles an hour.

Shielded by a shell of steel, the gunner sits in the front row of aerial combat. Like all military

flying, the gunner's job is dangerous. On the other hand, the gunner receives thorough training, and maximum use of protective devices is provided on the bombers.

### What's Needed

The gunner must be an artist at his trade, capable of weaving a pattern of bullets in the sky at split-second notice. He must be accurate, judging speed differentiations, wind resistance and distance to the dot. He also must get in his shower of blows first.

Only young men with a desire for the opportunity of pressing triggers and ripping Rising Sun and Swastika insignias to tatters are wanted as gunners. No one is forced to become a career gunner in the Air Forces. Without exception, the candidates transfer voluntarily from other units to the gunnery schools.

Air Forces flexible gunnery schools are now in operation at Harlingen, Texas; Las Vegas, Nevada, and Panama City, Florida.

Classes of gunners, qualified by five weeks of intense study and practice as aerial marksmen, are graduated weekly at each of these schools. The gunner graduates have shot sub-marine guns at miniature metal airplanes, .22 caliber machine-guns at moving targets, .30 caliber guns at a tempo of 1,200 rounds a minute, and twin .50's from turrets.

They have hit small sleeve targets towed by airplanes at 180 miles an hour. While blindfolded, they have taken machine guns apart and put them together again. They know every part by name and touch. They can identify at a glance all military planes and surface war craft.

Aerial gunnery graduates become sergeants. Most of them move on quickly to join their

combat teams at bombardment training stations. The gunner goes on a flying pay status (\$144 a month) at that time.

### Gunners Learn Fast

The schedule and equipment at the Harlingen Army Gunnery School, in the Magic Valley of the Rio Grande, is typical of those at other air forces flexible gunner training stations.

Gunner candidates usually arrive on Saturdays and Sundays. The average class at Harlingen includes men from every state. Their previous experience in other branches of the Army varies widely. Five classes are progressing through the school at all times. As one group graduates another begins a course packed with hard work which becomes pleasure for natural gunners.

Among the privates in almost every incoming class are a sprinkling of non-commissioned officers, lieutenants, captains and majors. The officer students generally are navigators, bombardiers, or radio operators. They return to their units with another set of wings on graduation, ready to take their places at the guns during certain stages of air attacks.

Work for the first-week class begins at dawn on Monday. The men are up at 5:15 a.m., and roll call is fifteen minutes later. From then on, things move fast. Calisthenics, breakfast and inspection of quarters are over and the men are in classrooms by 7:30 o'clock.

Classroom work, varying from ballistics to airplane identification, continues until late afternoon with an hour off for mess. From the classes the new students go to the drill field, where they are joined by the more ad-

vanced gunner students for an hour of calisthenics. Stress is placed on exercises to strengthen the finger, hand and wrist muscles. Aerial gunners must have strength and staying power in their hands. Games follow, but there isn't much time for even informal recreation at Harlingen. The gunner candidates get their fun from studying and shooting. After dinner, most of the students study two or three hours. They have a lot to learn in a little time.

With their long-billed caps turned up gunner fashion, the students have caught the spirit of the program by the second day and are ready to begin dove-tailing studies with shooting on the skeet range. Nationally-known trap and skeet marksmen show the students how to handle .12-gauge shotguns. They emphasize the indelibly important principle of leading the target. Gunner candidates fire 250 rounds on the skeet range in the first ten days. Most of them show marked improvement in the last 100 shots.

Another phase of the early part of the course which has wide appeal for the students is the sub-machine gun gallery, where they shoot at the silhouettes of small metal airplanes moving at a speed of 400 feet a minute on four levels. Nearly every student begins by shooting behind the planes, which are modeled to scale representing enemy types. Then a sergeant-instructor gives him expert advice on landing the target and using the various sights. The shots soon begin to strike the tiny Zeros and Messerschmitts and Junkers with metallic pings.

The class, divided into groups of seven or eight men with a sergeant or corporal in charge of each unit, moves on to the .22-caliber machine gun targets. Here they get the actual feel of a machine gun for the first time and learn more about the various types of sights.

### Malfunction Range

The gunner candidates put some of their most important classroom work to practical test on the malfunction range. There are fif-

teen .30-caliber machine guns and something is wrong with each of them. The student must diagnose the stoppage on each gun and fire it. The ailment might be a missing firing pin, a jammed ejector, or any other of a score of mechanical headaches for the student. When he gets over this hurdle, the gunner student feels much surer of himself and knows a great deal about machine guns.

Other important elements of the first two weeks of the course are range estimation, study of effect of wind on flight of bullets when fired at various angles from airplanes, and practice in sending and receiving signals.

After passing written examinations on the basic studies, the students get into trucks for a ride to the ground range, a wind-swept coastal flat that knew only scrub mesquite and rattlesnakes until a few months ago. Two weeks of intensive shooting is on the schedule for them.

### Skeet Firing

One of the first steps on the range program is skeet firing with .12-gauge shotguns mounted

(Continued on Page Twelve)



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## Signal Corps Issues Call For Men to Learn Radio

The following is an interview between Captain Kenneth A. Laplant, Enlisted Personnel Officer of the Signal Corps in the New York area, and Professor Maurice A. Chaffee, Associate Director of the Engineering, Science, and Management War Training program of Rutgers University. Rutgers has been designated by the Government as one of the centers for radio work. New Yorkers may attend.

Laplant: The Signal Corps must have within the next few months several hundred commissioned officers, several thousand non-commissioned officers, and many thousands of enlisted men, with the knowledge of radio operation or maintenance.

Chaffee: Captain, just what work does the Signal Corps perform?

Laplant: In short, the Signal Corps is charged with the installation, operation, and maintenance of all communication between Di-

visions, Corps, Armies, and their own integral subordinate units.

Chaffee: As you know, Rutgers has set up in New Jersey over 30 centers to train men, 18 to 45 years of age, in the FUNDAMENTALS OF RADIO. How does this fit in with your plan, Captain?

Laplant: Well, Professor Chaffee, every man you train in your Rutgers course in Fundamentals of Radio, may enlist in the Signal Corps Enlisted Reserve. He will be permitted to remain on inactive duty status until the completion of the course—not to exceed eight months from the time of enlistment. After he has completed this course, the soldier will be ordered to a Signal Corps Replacement Training Center for 15 weeks of basic training required of all enlisted men and officer candidates. During this time he may apply for Officer Candidate School. Those completing this school will be commissioned 2nd Lieutenants. Soldiers not admitted to the Officer Candidate School may be assigned to Signal Corps field units, and will eventually be promoted to advanced non-commissioned grades of an order, commensurate with their ability.

### Three Evenings a Week

Chaffee: Our course, Captain, is given in the evenings, three evenings a week and without cost, except for text books. It is paid for by the Government under the Engineer Science and Management War Training program of the U. S. Office of Education. You told me a while ago that men who enrolled in our radio course, after enlisting in the Signal Corps Reserve, will be allowed to complete the course before being ordered to active

duty. How does a prospective student go about enlisting?

Laplant: Once you have a student for enrollment in your course, and after he has filed application for enlistment through Rutgers University, arrangements will be made for his physical examination at the nearest induction station. By the way, what qualifications must a prospective student have to enroll in the Fundamentals of Radio?

### Requirements

Chaffee: To enroll in this course, a student must be within the age limit of 18 to 45, and be a citizen of the United States. It is imperative that he be physically fit for combat duty with the armed forces, and he must have finished high school with two  
(Continued on Page Fifteen)

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# Civil Service LEADER

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Tuesday, August 18, 1942

## A Word to the Mayor

NO ONE can accuse the Mayor of vacillation as witness the case of 67 investigators in the Welfare Department, who were booted out of the department on schedule as announced by Butch, because the City Council didn't act fast enough in amending the City increment law the way Butch wants it amended. Most of these employees had been with the City many, many years. A goodly part of their pay was taken care of by the State and Federal governments. And the ominous conclusion was that other employees would follow if the Council didn't knuckle under.

It so happened that the Council didn't knuckle under quick enough.

And then, swiftly, other employees got the pink slip—197 of them, from Parks, Sanitation, Borough Presidents' offices, Comptroller's Office, Police Department, Fire Department, Health Department, the courts, and others—clerks, inspectors, cleaners, typists, laboratory assistants, auto enginemen, asphalt men, porters. What difference did it make that they are faithful workers, their records good? That the city, already depleted, needs their services?

Nor is this all. The Mayor demands complete obedience of the City Council. They will pass his version of the McCarthy Increment Amendments—or else. The "cr else" means still further reprisals against civil employees. Pretty bluntly the thing is stated in Budget Director Kenneth Dayton's report to the Board of Estimate, in these words: "Whether further dismissals must be made will depend upon the amount of valid claims for back pay."

Now let's overlook for a moment the rights and wrongs of the Mayor's amendments. What we want to know is this:

How long can these blows to employee morale continue?

What happens to the whole concept of security under the merit system, when employees can be kicked out ruthlessly like this?

Is the Mayor aware that the City's work is suffering because of a bad case of employee jitters?

Just how do these reprisals against civil employees help the war effort?

We don't want to preach or moralize . . . but to Fiorello LaGuardia we respectfully suggest that he re-examine his entire policy with regard to civil service.

## Good News

IT'S NICE to be able to say that on the Federal scene, things are looking up. Congress passed and the President signed recently a measure establishing a minimum \$1,200 wage for Uncle Sam's employees, and providing for increases in the low-paid classifications.

We hope this will be followed up by a general rise in pay for Federal employees; and we hope that some means will be worked out so that the legitimate aspiration of the postal workers may be met

### Next Week

A Special Section for All Men Who May Be Called in the Draft or Plan to Volunteer.

OPPORTUNITIES  
IN THE U. S. NAVY

Don't

Repeat This!



Insiders say the Mayor's frontal attack on city employees is a prelude to his espousal of a higher subway fare . . . What's this — Sanitation men can sell baseball tickets on city time to raise money for Sanita — but they can't hold dances on their own time to raise money for Allied relief? . . . Miss Rankin, Municipal Reference Library prexy, is gathering data about the civil defense work of the various departments, so that the city will have a complete history at war's end . . . Arthur Silverman, formerly with the Law Department and Municipal Civil Service Commission, is being quizzed anent his Federal job . . . Busiest city employee is John C. Riedel, chief engineer of the Board of Estimate, if you take the Little Green Book as a Criterion. His name appears in four separate places in the pocket-size official directory.

### DRAFT AND WAR

The appointment of Sidney Rosen, number 1 man on the fire list, was revoked. Reason: Draft status . . . The draft quota for this month, by the way, was the biggest yet . . . Here's an item: The Chinese used to hold civil service exams centuries ago . . . H. Eliot Kaplan is out of the hospital. Glad to hear it Eliot . . . Doing confidential work for the government down in Mexico is aristocratic Sanitation second-in-command, John B. Morton . . . A government gal who suggested to the Navy how to eliminate 87,000 letters, was given a bonus of \$500 . . . The "job content" of caseloads in the Welfare Department may soon become subject of furious controversy.

## letters

### Too Much Music In Police Dept.?

Sirs: In this week's paper there was a very fine story about the patrolmen who are being shifted about due to a shortage of men. Have you ever thought that some of these shortages may be due to the following reasons? Members of the Glee Club were excused for 129 days during 1941. The police band was excused 121 days during the same year. The work is shifted to the shoulders of other patrolmen and causes shortages in the various commands. The Drum Corps is excused one day a week. Would you not think that during the war these excusals could be stopped?

RETIRED PATROLMAN.

### The Welfare Firings

Sirs: Allow me to protest as vigorously as I know how the Mayor's policy of firing civil service employees if his wishes aren't punctiliously met. This policy isn't helping us one bit. I know I speak for my fellow-employees as well as myself when I say that we're just plain scared!

J.L.

We've gotten in plenty of letters like this. See the lead editorial on this page.—Ed.

## Merit Men

"BE HONEST and truthful in filling out your questionnaires!"

This is the advice of Joseph A. Sullivan, blunt director of the Municipal Civil Service Commission's bureau of investigation. Recalling the bitter experiences of hundreds of foolish candidates, Sullivan made this statement with much emphasis.

"Dishonesty or evasion may result in no appointment," Sullivan said.

### Sees Your Conscience

Alert, vigorous, quick, Sullivan's three decades in civil service investigations have kept him young in ideas and appearance. A keen student of human nature, the Commission's head investigator is adept at spotting erroneous information in applications, false statements in interviews.

"A candidate whose conscience bothers him is always under fear that something he hides will be brought to light," Sullivan said. "He usually gives himself away."

Contrary to popular impressions, civil service investigations are not confined to mere interviews. Frequently, a more exacting history of the candidate is obtained by field investigations. Neighbors, local storekeepers, employers are interviewed. Often, information at variance with the statements made on applications is obtained.

"Although the interview with the candidate averages about a half hour, the actual investigation takes about three weeks," Sullivan said.

First, the names of each candidate about to be reached for appointment from an eligible list is checked against the list of persons disqualified for city employment. A candidate's name would appear on this list if he had made a false statement in a previous application, if he had been dismissed from the city service. When a candidate's name appears on the disqualified list, he cannot be appointed to any city civil service position, no matter how many examinations he might pass.

### Fingerprints Checked

Next, the candidate's fingerprints are checked with various police departments and with the FBI. If he has a criminal record, his history is checked with penal institutions and the Department of Correction. Then, comes the personal interview.

When a candidate holds something back in the questioning, he usually shows it by his facial expressions, by being ill at ease, by blushing or perspiring profusely, Sullivan indicated.

A candidate's residence, experience, and citizenship are checked carefully. The investigator usually familiarizes himself with the field of endeavor of the candidate. He knows what questions to ask. He can tell when an employer is crediting a candidate with some special experience which the candidate never had.

### Always Investigate

Experience is always investigated meticulously. On many examinations an experience rating which goes to make up the final average on the examination is assigned.

Birth certificates and proof of

citizenship are required of all candidates. When it comes to checking citizenship, Sullivan is considered an expert. As a supervisor, he was assigned to head the special transit unit of the Commission's investigation bureau April 29, 1940. Under the provisions of the Wicks Law, which brought employees of the old BMT and IRT subway lines into the city service, 27,000 subway workers had to be investigated by June, 1941.

"Many interesting angles concerning citizenship developed in these investigations," Sullivan said. "Perhaps the most interesting was the lack of information. In some States a man was allowed to vote if he had only obtained his first papers."

Many women employees lost their citizenship through marriage to an alien between March 7, 1907 and September 22, 1922. Just to complicate matters a little, a Federal law was passed on July 2, 1940, allowing native born citizens who married aliens during this period to be repatriated.

Under the terms of the Wicks law, the subway employees had to show that an effort was made to procure citizenship prior to December 19, 1939.

"You'd be suprised," Mr. Sullivan said, "at the number of people who had been working for these subway lines for 20 and 30 years and had never made an attempt to become citizens."

There were many heart-rending cases. Men, with families, who had been working steadily all their lives were forced to go on home relief because of their sheer negligence in the matter of citizenship.

### 39 Years in Service

Dapper in appearance, ruddy-complexioned, Joseph Sullivan has been a civil service employee for 39 years. He was appointed a clerk, grade two, in the Department of Water Supply, Gas, and Electricity, September 18, 1902. In March, 1908 he was promoted to clerk, grade three in the same department. Dissatisfied with routine clerical work, he transferred to the Board of Education as an attendance officer in October of the same year. On January 31, 1913, he became an investigator with the Civil Service Commission. His promotion to director of the investigation bureau on April 29 of this year, came exactly two years after he had been made supervisor of the transit unit. Sullivan succeeded Joseph O'Neil, who died suddenly April 20.

### How to Be Investigator

A native New Yorker, Sullivan was born in Greenwich Village, has lived in the Bronx for the past 27 years. His son, Joseph, Jr., is a Coast Guardsman.

Asked what he thinks are the qualifications of a good civil service investigator, Sullivan said, "He must have a knowledge of human nature; be acquainted with city, State, and Federal laws; have a knowledge of civil service procedures; be sympathetic in his attitude, yet be firm enough and diplomatic in order to overcome a candidate's reluctance; a good mixer.

All of which describes pretty well, the head of the Civil Service Commission's investigation bureau.

## QUESTION, PLEASE

### Can't Estimate Chance of Appointment

J.M.: Sorry, but we cannot estimate your chances for appointment or determine your standing on any Federal civil service list. The reason is obvious. The U.S. Civil Service Commission is overloaded with work in war recruitment. The City and State Civil Service commissions can supply information because they are more adequately staffed, less overburdened with work because of the war, as is the Federal Commission.

Even in times of peace, the problem of obtaining information on Federal registers is a difficult one. This is caused by the manner in which Federal lists fluctuate, the wide use of the one-out-of-three rule, the appointments made on territorial considerations, the manner in which names can be inserted into these registers

and the difficulties which prevent the publication of Federal registers.

### Postal List Transfer

J.L.: An eligible on a post office list for Brooklyn who wishes to be transferred to a similar post office list in Manhattan has his name placed on the bottom of the Manhattan list. His name is not placed in the relative position occupied by him on the Brooklyn list. Thus, if he gets 90 per cent on a postal exam and obtains a fairly good standing on the Brooklyn list, his name goes to the bottom of the Manhattan register upon transfer to the Manhattan list. Manhattan eligibles who received marks much lower than his on the examination will be appointed to Manhattan vacancies before he will.



# Examination Requirements

## 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.

#### Aeronautical

See also Announcements 122 and 173 under "Engineering"

**AIR SAFETY INVESTIGATOR**, \$3,800. Civil Aeronautics Board. Closing date—December 31, 1942, or before, upon public notice. Announcement 208 (1942) and amendment.

**INSPECTOR, Engineering Materials (Aeronautical)**, \$1,620 to \$2,600 (Various options). Navy Department (For field duty). Announcement 54 Revised, 1941 and amendment.

The following positions are in the Civil Aeronautics Administration:

**AIR CARRIER INSPECTOR (Operations)**, \$3,500 and \$3,800. Announcement 140 of 1941 and amendment.

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

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

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

**GROUND SCHOOL SUPERVISOR**, \$3,200 and \$3,500. Announcement 152 of 1941 and amendment.

**LINK TRAINER OPERATOR INSTRUCTOR**, \$3,200.

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

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

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

#### Automotive

**AUTOMOTIVE SPARE PARTS EXPERT**, \$3,200. Quartermaster Corps, War Department. Announcement 76 of 1941 and amendments.

**INSTRUCTOR**, \$2,000 to \$4,600. Armored Force School, Fort Knox, Kentucky. Options: Radial engines, Internal-combustion engines, Motorcycles, Automotive (chassis less engine), Radio operating, Radio electrical. Announcement 147 of 1941 and amendment.

**INSTRUCTOR, Motor Transport**, \$2,600 to 4,600. Quartermaster Corps, War Department. Options: Diesel engines; Internal-combustion engines; Motorcycles; Blacksmith and welding; Tire recapping and sectional repair; Fender, body, and radiator; Automotive parts; Automotive electrical and carburetion; Body finishing and upholstery; Automotive machinist; General. Announcement 212 (1942) and amendment.

#### Clerical and Office Machine

**CALCULATING MACHINE OPERATOR, junior**, \$1,440. Announcement 241 (1942).

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

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

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

**ADDRESSOGRAPH OPERATOR**, \$1,260 and \$1,440. Announcement 215 (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 amendment.

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

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

**FREIGHT RATE CLERK**, \$2,300.

**PASSENGER RATE CLERK**, \$2,300. Announcement 252 (1942).

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

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

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

**MULTILITH CAMERAMAN and PLATEMAKER**, \$1,620.

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

**STATISTICAL CLERK, assistant**, \$1,620. Closing date—August 4, 1942. Announcement 234 (1942).

**STENOGRAPHER, junior**, \$1,440.

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

**TABULATING MACHINE OPERATOR**, \$1,260 and \$1,440. Announcement 225 (1942).

#### Engineering

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

**CHEMICAL ENGINEER**, \$2,600 to \$5,600. Any specialized branch. Announcement 163 of 1941 and amendment.

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

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

**ENGINEER, junior**, \$2,000. Options: Aeronautical, and naval

architecture and marine engineering. Announcement 122 of 1941 and amendment.

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

**INSPECTOR, Signal Corps Equipment**, \$2,000 to \$3,200. Signal Corps, War Department (For field duty). Announcement 108 of 1940 and amendment.

**TECHNICAL ASSISTANT (Engineering)**, \$1,800. Announcement 177 of 1941 and amendment.

#### Architectural and Drafting

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

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

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

#### Marine

See also Announcements 159 and 160 under "Trades," and 122 above

**EXPEDITER (Marine Propelling and Outfitting Equipment)**, \$3,200. United States Maritime Commission. Announcement 62 of 1941 and amendments.

**INSPECTOR, Engineering Materials**, \$1,620 to \$2,600. Navy Department (For field duty).

Options: Steel hulls, Mechanical, Electrical, Radio. Announcement 81 of 1941 and amendment.

**INSPECTOR OF HULLS, assistant**, \$3,200.

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

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

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

#### Ordnance

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

**INSPECTOR, Ordnance Material**, \$1,620 to \$2,600. Ordnance Department, War Department. Announcement 124 of 1939 and amendments.

#### Medical

**DENTAL HYGIENIST**, \$1,620. Public Health Service; Veterans Administration; War Department. Announcement 111 of 1941 and amendment.

**MEDICAL GUARD-ATTENDANT**, \$1,620.

**MEDICAL TECHNICAL ASSISTANT**, \$2,000. Mental Hygiene Div., Public Health Service.

(Continued on Page Ten)

## STANDING BY FOR ORDERS?

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### NAVY SPECIALIST RATING

Radiotelephone — Radiotelegraph — Airline Teletype

OFFICIALLY APPROVED—THE ONLY SCHOOL OF ITS KIND

**Associate of Major Airlines**—Melville trained ground station and flight operators, engineers and technicians are working at good wages all over the world for American Airlines, American Export Airlines, Pan-American Airways, Pan-American-Africa Airways, Pennsylvania Central Airlines, Delta Airlines, Eastern Airlines, as well as in Army, Navy, Merchant Marine and other Airline, Broadcast and Communication companies. No previous training or experience necessary. Completely equipped. Well established.

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**MELVILLE AERONAUTICAL RADIO SCHOOL, Inc.**

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VISIT TODAY OPEN DAILY 9 A.M. TO 10 P.M. AND SAT. TO 6 P.M.

# 1,000,000 WAR JOBS

## TO BE FILLED AT ONCE!

### Where do YOU fit in?

- Want to know what jobs you qualify for?
- Want to know what kind of training you need?
- Want to know how to prepare for the test?
- Want to know your chances for appointment?
- Want to know how to apply for these jobs?

IF YOU WANT TO GET INTO THE WAR EFFORT, AND YOU DON'T KNOW WHAT TO DO, TAKE ADVANTAGE OF THE "LEADER"

## JOB-GUIDANCE SERVICE

ABSOLUTELY FREE

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Nothing More to Pay!

Here's What the FREE Job-Finding Service Gives You!

#### 1.—Personal Interview

An expert compiles a record of what you have done, tries to tell you what you can do best in the war effort. If you can't come in, we'll conduct the interview by mail.

#### 2.—Vocational Guidance

The first interview endeavors to uncover hidden abilities which may fit you for government work. Later, vocational guidance is at your service to answer your questions about civil service jobs, duties, requirements, opportunities.

#### 3.—Training

If you're looking for training, we'll bring to your attention, from time to time, such training opportunities as may be helpful to you. We keep a record of all reputable schools, public and private, free and tuition.

#### 4.—Jobs Open

Exams which open in the City, State, and Federal government service, and some defense openings in private industry, for which, in the opinion of our job-finding expert you qualify, will be personally brought to your attention by mail. We try to make this service as complete as we can.

#### 5.—How to Prepare

Proper study methods and study material will from time to time be suggested to help you pass the test for which you file, if you so request. Also, you get every aid in filling out your application.

#### 6.—Question Service

You may call upon us to answer any question with regard to civil service or defense jobs. We endeavor to answer these questions as completely as available information permits. For eligibles and employees, we answer questions relating to lists, transfers, promotions, etc.

Don't Miss an Opportunity Which May Exist Today

Mail This Coupon Now

### Civil Service LEADER

Branch Office: 142 Christopher Street, N.Y.C.

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 .....

( ) Check here if this a renewal of your subscription. Borough or City

## WE INVITE YOUR QUESTIONS ON CIVIL SERVICE MATTERS

at the new LEADER Job Guidance Office, 142 Christopher Street, New York City, one block from the Federal Building.

Drop in on your way down for applications. or Call Walker 5-7449.

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ALL BRANCHES  
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Civil Service (All Exams)  
**MONDELL INSTITUTE**  
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Courses. Naval, Air-  
craft. \$2.50 Per Week or Pay After  
Graduation! Placement Service.  
STATE LICENSED. Booklet 'L'  
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**PAY STARTS AT \$35**  
No mechanical exp., no special education.  
**Assemblers, Inspectors**  
**AIRCRAFT RIVETERS**  
**SHEETMETAL WORKERS**  
**Machine Shop Workers**  
needed in N. Y. City and vicinity.  
Every one of our qualified students  
who desired employment  
has already been employed thru our  
**FREE JOB PLACEMENT SERVICE**  
**3-Week Shop Course**  
DAYS-EVEN. CASH NOT NEEDED  
PAY WHEN YOU ARE ON THE JOB  
**N. Y. INSTITUTE**  
of Mechanics, 248 W. 55th  
(also women's courses). State Licensed.

**WELDING**  
**CAN YOU SPARE 35 HOURS**  
**GETTING READY**  
**FOR GOOD PAY**  
**WAR JOBS?**  
Read the Help Wanted cols. and see  
all the jobs open to Chippers and  
Calkers! It takes only 35 hours training  
under expert supervision to qualify  
for these jobs at good pay!  
Also—all phases of Electric Welding.  
Short course, 3 to 8 weeks.  
Low tuition. Easy terms.  
**THE ONLY STATE LICENSED**  
**WELDING SCHOOL IN NEW YORK**  
TEACHING  
**SHIP CHIPPING AND CAULKING**  
Highest Employment Record!  
Inquire TODAY for Your Reservation  
**BEDFORD**  
**WELDING SCHOOL**  
Oldest State-Licensed  
Welding School in the Bronx  
788 Southern Blvd., Bronx, N. Y.  
DAyton 3-6157

Federal Government Calls Upon Many Job Talents

(Continued from Page Nine)

Options (Technical Assistant): Clinical laboratory, Pharmacy, X-Ray laboratory... MEDICAL OFFICER, \$3,200 to \$4,600 (15 options)... MEDICAL OFFICER, junior, \$1,850 (Men only)...

Nursing

GRADUATE NURSE, The Panama Canal, entrance salary-\$168.75 a month... GRADUATE NURSE, junior, \$1,620... NURSING EDUCATION CONSULTANT, \$2,600 to \$4,600...

Miscellaneous

ATTORNEY, \$2,000 to \$3,200. LAW CLERK TRAINEE, \$1,300. CHEMIST (Explosives), \$2,600 to \$5,600...

A FINE FUNERAL Costs so much less at Thomas M. Quinn & Sons. LONG ISLAND'S LARGEST FUNERAL DIRECTORS. COMPLETE QUALITY FUNERAL Including Casket, \$150 Over 60 Services.

NICHOLAS COPPOLA Established 1911 FUNERAL DIRECTOR 4901 104th St., Corona, L. I.

RENT YOUR TYPEWRITERS For Civil Service Examinations From Tytell Typewriter Co., 123 Fulton Street, N.Y.C.

Closing date August 21, 1942. ANNOUNCEMENT 245 (1942). BINDERY OPERATIVE (Hand and Machine), 66 cents an hour... COAL MINE INSPECTOR, \$3,200 to \$4,600... CUSTODIAL OFFICER, junior, \$1,850 (Men only)...

Radio

See also Announcement 175 under "Engineering." COMMUNICATIONS OPERATOR, junior, \$1,620 (High-Speed Radio Equipment)...

Scientific

See also Announcement 163 under "Engineering." ASTRONOMER, junior, \$2,000. CHEMIST, junior, \$2,000 (Open only to women)...

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...

Bayonne Naval Depot Jobs

FOR MEN ONLY Place of Employment: United States Naval Depot, Bayonne, N. J. Note: Only applicants who desire employment at this depot need apply.

Table with columns: TITLE OF POSITION, Requirement, (a) Rates of pay per diem, Experience, training, or equivalent in the trade for which application is made, No maximum age limit, Minimum age as below, File App. Form as indicated below.

Duties The duties of the positions are as indicated by the titles thereof. However, attention is invited to the specialized type of work to be performed in connection with the following positions: Coppersmith—to make, repair, line, etc., articles of brass and copper...

Table with columns: AMOUNTS, LOFTSMAN, \$1.04 to \$1.12 an hour. MACHINIST, \$1,800 a year to \$1.06 an hour. SHIPFITTER, \$6.81 to \$8.93 a day.

Navy Yard Jobs

Table with columns: Rates of Pay Per Diem, Anglesmith, heavy, \$10.19 \$10.64 \$11.12. Anglesmith, other, \$9.12 \$9.60 \$10.08.

General Requirements

Citizenship—Applicants must be citizens of or owe allegiance to the United States. 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.

Table with columns: TITLE OF POSITION, Requirement, (a) Rates of pay per diem, Experience, training, or equivalent in the trade for which application is made, No maximum age limit, Minimum age as below, File App. Form as indicated below.

Welder, Electric (Specially Skilled)—to perform exacting welding operations in flat, vertical and overhead positions, using covered electrodes. Welder, Gas—to weld by oxy-acetylene process or similar gas combination articles of various shapes and sizes.

Forms may be obtained: (1) From the Recorder, Labor Board, U. S. Navy Yard, Brooklyn, N. Y. (2) From the Manager, Second U. S. Civil Service District, Federal Building, Christopher Street, New York, New York; or (3) At any first or second-class post office in the States of New Jersey and New York.

Dr. Mortimer R. Salmon Surgeon Dentist Telephone L O G a c r e 5-0891 33 W. 42nd St., Suite 1622

DR. EDWARD POLLNER SURGEON-DENTIST 9 A.M. to 6 P.M. Monday and Friday Evenings, 8 P.M. Saturdays—during June, July, August, 9 A.M. to 2 P.M. 121 Richmond Avenue Port Richmond, S.I. GI 2-5276

DR. H. J. KORNBLUH Surgeon Dentist 200 EAST 33rd ST., N. Y. C. [Corner Third Avenue] Lexington 2-8214

LEGAL NOTICE

RENE WEIL—State of New York County of New York, ss.: We, the undersigned, being desirous of forming a limited partnership pursuant to the laws of the State of New York, and being severally duly sworn, do certify as follows: I. The name of the partnership is: Rene Weil, II. The character of the business of the partnership is the purchase, sale, import and other products, the purchase and sale of securities, the management and financing of mines, and the making of investments in diverse business enterprises...

PARTNERSHIP NOTICE

BETTY WORTH FROCKS—Notice is hereby given that the persons herein named have formed a limited partnership in the State of New York and elsewhere and have filed a certificate in the Clerk's office of the County of New York on July 24, 1942, of which the substance is as follows: The name of the limited partnership is BETTY WORTH FROCKS. The character of the business is a general infants', children's, juniors' and misses' wear manufacturing business. The location of the principal place of business is at No. 251 West 36th Street, Borough of Manhattan, City of New York.

This Week's New York City and State Eligible Lists

- City SENIOR ACCOUNTANT (Methods) 1 Akelmacher, \$8,300 2 Downey, William E., \$7,900...

- PROMOTION TO COURT CLERK GRADE 4 City Magistrate's Courts 1 Zetlin, Moses I., \$4,500 2 McSpirt, Clarence, \$2,650...

- PROMOTION TO JUNIOR COUNSEL, GRADE 3 N. Y. C. Housing Authority 1 Wise, Irving, \$8,675

- PROMOTION TO ASSISTANT FOREMAN Department of Sanitation 1 Farina, Joseph, \$7,180 2 Zaunmann, George, \$6,755...

- OFFICE APPLIANCE OPERATOR GRADE 2 Burroughs Machine 7800 1 Horn, Marcus, \$5,600 2 Catalano, Grace M., \$6,100...

- OFFICE APPLIANCE OPERATOR GRADE 2 Burroughs Machine 7200 1 Dollen, Frieda, \$2,700 2 Dankle, Hesta, \$2,700...

LEGAL NOTICE

AT A SPECIAL TERM, PART 2, OF the City Court of the City of New York, at the Courthouse thereof, 52 Chambers Street, Borough of Manhattan, City of New York, on the 30th day of July, 1942. Present: Hon. Rocco A. Parella, Justice. In the Matter of the Application of MORTON MATTHEW GREENBERG for leave to change his name to MORTON MATTHEW GREENE.

Budget Director Explains Why City Is Firing 197

(Continued from Page Three) The acquired accruals can be realized only by resolute refusal to fill vacancies. The problem is so serious that for the first time the Terms and Conditions of the budget contained a statement of policy by your Board, and under that policy no new appointments may be made during the entire year unless the job is vital to public service and in addition is unique in its technical and specialized duties so that no present employee can perform it.

Other Than Personal Services "It is quite true that, because of war priorities, the City will be unable to purchase its normal supplies, materials and equipment. But this situation has already been discounted in the budget.

"There will be no excess accruals from other than personal service appropriations, but on the contrary, we will have to find more money to meet increased prices. "Finally, I must point out that 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 petition, affidavit 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 September 8th, 1942, the petitioner shall be known by the name of MORTON MATTHEW GREENE and by no other name.

The 1942-43 budget includes appropriations of \$19,855,000 for purposes other than direct welfare expenditures, but intended to be met out of the revenues from the emergency relief taxes. The expenditures will not be available. Therefore, we approach the 1943-44 budget with substantially \$20,000,000 in expenses for which the compensating revenue has disappeared. We cannot ignore these factors in our administration of the current budget, because added burdens assumed now will be continued burdens next year, while economies made now will continue as economies in 1943-44.

"In this budgetary situation we are confronted with the increased expenditures required by the Peto-celli decision. A name by name schedule of persons affected and the amounts involved has been requested from the departments. So far the departmental returns give figures for 830 individuals with an annual salary increase of \$238,455 and accumulated back pay of \$717,306. In addition, 191 people have retired, died or resigned since July 1, 1937, who are entitled to back pay in the amount of \$101,998.

"The figures given, of course, are not final. There will be many more names not included in the computation given above. On the other hand, a certain amount of back pay can be withheld if the City relies on its defense against claimants who did not sign payrolls under protest. The City's ultimate liability will run anywhere from \$500,000 up.

Sum Not Available "This sum is not available this year; it is not going to be avail-

Patrolman Test Ends This Week

One thousand, and three patrolman candidates who were rejected on medical grounds will be given another chance to pass the medical and physical examination this week. The examination of

able next year. It must be saved by compensating economies. "The first step toward these economies has already been taken by the dismissal of the 67 Social Investigators, Grade 3, of the Department of Welfare. Their temporary employment was ended on August 8, 1942, when it became evident that the Council had abandoned any immediate action on the amendment of the McCarthy law. Their salaries on an annual basis amount, in round figures, to \$155,000.

"I recommend that additional economies be made immediately by the elimination of the 197 positions in the various departments set forth in the resolution attached hereto. The recommendations for positions to be eliminated in most cases have been suggested by the department heads. Such positions on an annual basis amount to \$365,000. In view of the fact that six weeks of the fiscal year are already past, the full annual saving will not now be realized. If these positions are dropped now we will get seven-eighths of the saving on an annual basis which, including the salaries of the Social Investigators, will amount to approximately \$455,000.

"Whether further dismissals must be made will depend upon the amount of valid claims for back pay. "Respectively submitted, "KENNETH DAYTON, "Director of the Budget."

these candidates in the City Building at Flushing Meadow Park is the last step in the intense competition for places on the patrolman eligible list.

The exact number of candidates who passed the patrolman test will not be known until after this week's examination is completed. Samuel H. Galston, assistant director of examinations for the Municipal Civil Service Commission, stated that no official count of successful candidates has yet been made by the Commission.

As reported exclusively in The LEADER one month ago, (July 21) 7,095 patrolman candidates passed the written test for patrolman. All of these were summoned to appear for medical and physical examinations in the City Building, Flushing Meadow Park. With this week's tests still to be held, 3,025 of the candidates had successfully passed the medical and physical tests. Many of the patrolman candidates were unable to show up for the examination because of their induction into military service.

A possibility that every candidate who passed the patrolman test will be eligible for appointment to the Police Department was foreseen this week when it was learned that the Civil Service Commission is considering the idea of changing its original plan to establish two separate lists of candidates. When the examination was first announced, the Commission stated that the list would be divided in two parts,

- 301 Ocello, Salvatore D., 75,145 302 Cullen, Frank P., 75,105 303 Costanza, Salvatore C., 75,080 304 Note, Frank, 75,035 305 Como, Gennaro J., 74,925...

- State GAME RESEARCH INVESTIGATOR, CONSERVATION 1 Eaton, Theodore, \$3,230 2 Robeson, Stacy, \$1,620...

- JR. CIVIL ENGINEER, PUBLIC WORKS (Promotion) 1 Kurin, Harold, \$7,621 2 Anderson, E. L., \$7,004...

- ASSOC. SPECIAL TAX INVESTIGATOR, TAX DEPT.—Prom. 1 Fleischman, Leo H., \$5,950 2 Stoopack, Harry, \$5,530...

- SUPERVISOR PARI MUTUEL EXAMINER, TAX & FINANCE (Promotion) 1 Milner, Harry, \$1,540 2 Prommer, Maurice, \$3,740...

- SPECIAL ATTENDANT CLERK, MENTAL HYGIENE—Promotion 1 McGuire, Dorothy, \$2,314 2 O'Gurek, Harry, \$6,508...

- SR. SUPERVISOR OF NURSING, EDUCATION 1 Conway, Edna, \$7,200 2 Brackett, Mary E., \$4,100

- ASST. CANCER ROENTGENOLOGIST, DEPT. OF HEALTH 1 Camiel, Mortimer R., \$9,550 2 Bernstein, Louis, \$6,000...

- ASST. FILE CLERK, INSURANCE, ALBANY OFFICE (Promotion) 1 Gruskoff, Sara S., \$1,397 2 Cowan, Rebecca, \$2,513...

- ASST. FILE CLERK, DEPT. OF SOCIAL WELFARE 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749...

- HEAD COOK, DEPARTMENT OF CORRECTION 1 Hewson, M., \$9,400 2 Albing, Alice H., \$4,750...

- 29 McEvoy, Maureen, \$5,006 30 Gloszga, Helen, \$3,843 31 Applin, Barbara, \$5,653 32 Mulligan, John, \$5,637...

- 31 Larkin, James J., 74,650 311 LaRosa, James, 74,621 312 Keogh, Peter J., 74,605 313 DiBartolo, Rocco T., 74,540...

- 31 Kurin, Harold, \$7,621 2 Anderson, E. L., \$7,004 3 Garringhouse, L., \$5,810 4 M-Govern, R. W., \$5,175...

- 1 Fleischman, Leo H., \$5,950 2 Stoopack, Harry, \$5,530 3 Wacht, Morris, \$5,030 4 Granoff, Herbert, \$3,500...

- 1 Milner, Harry, \$1,540 2 Prommer, Maurice, \$3,740 3 Helfand, Norman I., \$2,630 4 Ludmerer, Morris, \$1,830...

- 1 McGuire, Dorothy, \$2,314 2 O'Gurek, Harry, \$6,508 3 Green, Glenn M., \$9,356 4 Heines, Hilda, \$9,059...

- 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749 3 Rattigan, Miriam, \$5,127 4 Casabella, Anna, \$4,992...

- 1 Hewson, M., \$9,400 2 Albing, Alice H., \$4,750 3 McAndrew, Georgia, \$3,330 4 Arnold, Ralph, \$2,250...

- 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749 3 Rattigan, Miriam, \$5,127 4 Casabella, Anna, \$4,992...

- 1 Hewson, M., \$9,400 2 Albing, Alice H., \$4,750 3 McAndrew, Georgia, \$3,330 4 Arnold, Ralph, \$2,250...

- 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749 3 Rattigan, Miriam, \$5,127 4 Casabella, Anna, \$4,992...

- 1 Hewson, M., \$9,400 2 Albing, Alice H., \$4,750 3 McAndrew, Georgia, \$3,330 4 Arnold, Ralph, \$2,250...

- 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749 3 Rattigan, Miriam, \$5,127 4 Casabella, Anna, \$4,992...

- 1 Hewson, M., \$9,400 2 Albing, Alice H., \$4,750 3 McAndrew, Georgia, \$3,330 4 Arnold, Ralph, \$2,250...

- 1 Niles, Agnes, \$3,270 2 Smith, Stewart, \$5,749 3 Rattigan, Miriam, \$5,127 4 Casabella, Anna, \$4,992...

# Is Your Exam Here?

Below is the latest news from the New York City Civil Service Commission on the status of exams. The LEADER will publish changes as soon as they are made known.

### Open Competitive Tests

**Assistant Civil Engineer:** Rating will begin shortly.

**Assistant Mechanical Engineer:** The rating of Part II is in progress.

**Bus Maintainer, Group B (B.M.T. Division, N.Y.C.T.S.):** The practical test is in progress.

**Chief of Project Planning, Housing Authority:** The rating of the written test is about 50% completed.

**Clerk, Grade 1:** The written test will be held as soon as practicable.

**Conductor (N.Y.C.T.S.):** The list is now being computed.

**Dental Hygienist:** Final key answers have been adopted.

**Dietician:** The rating of the written test is about 90 percent completed.

**Electrician:** The practical test will be held this month.

**Fingerprint Technician:** Objections to tentative key answers now being considered.

**Health Inspector, Grade 2:** Training, experience and personal qualification tests were held last month.

**Inspector of Boilers, Grade 3:** The rating of the written test is nearing completion.

**Inspector of Elevators, Grade 3:** Rating of written test has been completed.

**Inspector of Plastering, Grade 3:** The rating of the written test has been completed.

**Inspector of Printing and Stationery, Grade 2:** The rating of the written test is about 75% completed.

**Junior Civil Engineer:** Rating of Part One has been completed.

**Laboratory Assistant (Bio-Chemistry):** The oral-interview was held on July 22.

**Marine Engineer:** The rating of the written test is in progress.

**Marine Officer:** The written test will be held as soon as practicable.

**Office Appliance Operator, Grade 2 (Boroughs Accounting or Book-keeping Machine):** Rating is in progress.

**Office Appliance Operator, Grade 2 (I.B.M. Alphabetic Accounting Machine):** The list is printed on page 15.

**Petroleum P.D., Special Patrolman (all departments):** Medical and physical re-examinations are being held this week.

**Printing Specifications Writer:** The oral-interviews have been completed.

**Property Manager:** Objections to tentative key are being considered.

**Psychologist:** The rating of qualifying experience has been completed.

**Stationary Engineer:** Report on final key answers has been submitted to Commission.

**Stationary Engineer (Electric):** Report on final key answers has been submitted to Commission.

**Trackman (N.Y.C.T.S.):** Physical test will be held immediately following test for patrolman.

**Typist, Grade 1:** The practical tests were held this month.

### Promotion Tests

**Air Brake Maintainer (N.Y.C.T.S., All Divisions):** The practical test will be held as soon as possible.

**Assistant Civil Engineer:** Rating will begin shortly.

**Assistant Foreman (Sanitation):** The list appears on page 11.

**Assistant Station Supervisor (N.Y.C.T.S.—IRT and BMT Divisions):** Rating of the written test is in progress.

**Assistant Train Dispatcher (N.Y.C.T.S.—IRT and BMT Divisions):** Final key answers have been adopted.

**Car Maintainer, Group B (N.Y.C.T.S.—All Divisions):** The practical test will be held as soon as possible.

**Clerk of District, Municipal Court:** Rating of written test is in progress.

**Court Clerk, Grade 4:** The list appears on page 11.

**Electrician:** The practical test will probably be held this month.

**Foreman (Lighting, N.Y.C.T.S.—All Divisions):** The rating of the written test is in progress.

**General Foreman, Grade 4:** The training, experience and personal qualifications test has been held.

**Inspector of Boilers, Grade 3:** The written test is in progress.

**Inspector of Housing, Grade 3:** The rating of the written test is in progress.

**Inspector of Licenses, Grade 2:** The rating of the written test is in progress.

**Light Maintainer (N.Y.C.T.S.—All Divisions):** The rating of the written test is about 90 percent completed.

**Maintainer's Helper, Group B**

(N.Y.C.T.S.—All Divisions): Rating is completed.

**Motorman (BMT, IND and IRT Divisions):** The qualifying practical test will be held as soon as possible.

**Power Maintainer, Group A (N.Y.C.T.S.—IRT and BMT Divisions):** Rating of written test is in progress.

**Sergeant (P.D.):** The rating of Part I of the written test is in progress.

**Sergeant (P.D.), Special Examination:** The written test was held on May 9.

**Signal Maintainer, Group B, (N.Y.C.T.S.—All Divisions):** The written test was held July 21.

**Special Patrolman, Grade 2, N.Y.C.T.S.** Rating of written test is in progress.

**Stationary Engineer:** Report on final key answers has been submitted to Commission.

**Stationary Engineer (Electric):** Report on final key answers has been submitted to Commission.

**Stenographer, Grades 2 and 3:** The rating of the written test for stenographer, grade 2 is completed. Rating on written test for stenographer, grade 3 is in progress.

**Ventilation and Drainage Maintainer (N.Y.C.T.S.—All Divisions):** The practical test will be held as soon as possible.

## Vocational Service At 'Leader' Branch Office

"Where is the spot that a person with my background can fit in?"

"How do I go about applying for a position with the government?"

"Can you give me an idea of the examinations that are now open in the city State, and Federal services?"

"I'm a clerk. I want to get into the war work. What should I do?"

These questions, and dozens like them, come up every day at The LEADER'S Job-Guidance Branch Office, 142 Christopher Street. Performing a service unique in its field, The LEADER'S job guidance expert gives plenty of time to all who come in—he'll ask you where you've gone to school, what trades or professions you've practiced, what kind of work you like best, what hobbies you have, where you'd like to work—and then he'll direct you to a school for training, or to an exam, and frequently right to a position that's waiting for a person with your qualifications.

The LEADER'S Job-Guidance service is available without additional cost to all subscribers. For the duration of a year, all those who subscribe under the Job-Guidance plan are kept informed of government opportunities opening up, which they might possibly fill.

Six separate services are offered by the Job-Guidance Service:

- 1—A personal interview.
- 2—Guidance.
- 3—Information about training opportunities, particularly for war work.
- 4—Information about job-openings in the government.
- 5—Study aid suggestions in preparing for examinations.
- 6—Questions answered.

Easiest way to get to 142 Christopher Street (across the street from the Federal Civil Service Commission), is by West Side IRT to Christopher Street and Sheridan Square (one local stop below 14th Street), or by Independent Subway to West Fourth Street, then walk west. The phone number is WALKER 5-7449.

# U. S. Tests

(Continued from Page Ten)

Loftman	10.08	19.54	11.04
Milman	9.12	5.50	15.08
Moller	9.12	10.08	10.56
Rigger	9.12	9.60	10.08
Rivet Heater	5.92	6.40	6.88
Sailmaker	9.12	9.60	10.08
Sheet Metal Worker	9.12	9.60	10.08
Shipfitter	9.12	9.60	10.08
Shipwright	9.12	9.60	10.08
Welder, Electric (specially skilled)	9.12	9.60	10.08
Welder Gas	9.12	9.60	10.08

(The above salaries are subject to a deduction of 5 per cent for retirement purposes.)

## Junior Professional Assistant \$2,000 a Year

Note.—Persons who received an eligible rating under Announcement 221 for Junior Professional Assistant issued on April 13, 1942, need not apply for this examination as the lists of eligibles from the two examinations will be merged.

Applications will be accepted until August 27, 1942.

**Employment Opportunities:** Positions exist in Washington, D. C., and throughout the United States.

Eligibles are particularly desired in the fields of Public Administration, Business Administration, Economics, Library Science, Statistics, and Mathematics through Calculus.

Positions at \$1,800, \$1,620, and \$1,440 a year may be filled from the list of eligibles by consideration of the names of eligibles who are willing to accept such salaries. Applicants should indicate in their applications the lowest salary they are willing to accept. Eligibles will be considered for positions for which their qualifications appear adequate and appropriate.

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 6 months beyond the end of the war.

**Duties:** Under supervision, to perform professional, subprofessional, technical, semi-technical, or clerical work requiring specialized knowledge in connection with various governmental activities.

**Requirements:** A. Education. Applicants (1) must have successfully completed all requirements for graduation with a degree in a college or university of recognized standing; or (2) must be a Senior Student in a college or university of recognized standing expecting to complete all requirements for graduation with a degree by September 30, 1942.

B. Written Test. Competitors will be rated on a general test, which will consist of questions designed to test their general knowledge and their aptitude for learning and adjusting to the duties of the positions, on a scale of 100. No sample questions are available.

About 2 hours will be required for this examination.

C. Citizenship, residence and age. Applicants, on August 27, 1942: 1. Must be citizens of or owe allegiance to the United States. Foreign-born applicants who meet the citizenship requirement must furnish proof of United States citizenship before they will be eligible for appointment.

2. For positions in the apportioned service at Washington, D. C., must have been legal or voting residents of the State or Territory claimed for at least 1 year immediately preceding August 27, 1942.

3. There are no age limits for this examination.

D. Physical Requirements. Applicants must be physically capable of performing the duties of the position and free from such defects or diseases as would constitute employment hazards to themselves or danger to their fellow employees, as determined by the appointing officer.

C. Where to obtain forms. The necessary forms may be obtained from the Secretary, Board of United States Civil Service Examiners, at any first- or second-class post office, except in district headquarters cities, listed below, where the forms must be obtained from the United States Civil Service District Office. The forms may also be obtained from the United States Civil Service Commission, Washington, D. C. In New York City, apply at the Federal Building, 641 Washington Street. The title of the examination should be stated.

## Automotive Mechanic For filling the position of Machinist (Outside)

\$9.12, \$9.60, \$10.08 Per Diem

(The above salary is subject to a deduction of 5% for retirement purposes.)

**For All Work in Excess of Forty Hours Per Week Employees Will Be Paid the Overtime Rate of Time and a Half.**

1. Closing Date: Applications will be received until the needs of the service have been met.

2. 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.

3. Place of Employment: New York Navy Yard, Brooklyn.

4. Duties: Applicants will be required to perform one or more of the following: To operate machines and tools of all types in a large first-class machine shop fitted for handling all sizes of work to do all classes and kinds of bench, machine, hand tool, and vise work, floor and erecting work; to fit up in connection with building and repairing machine tools, main engines (both reciprocating and turbines), automobiles, pumps, blowers, locomotives, electric and locomotive cranes, etc.; to make repairs aboard

ships; to install all classes of machinery such as generating plants, refrigerating plants, steering engines, or any other steam-driven machinery; to install new propelling machines with necessary auxiliaries; to install and make repairs to steam, oil, and water piping; to make construction lay-outs and set-ups; to use various precision instruments working to very close tolerances; to work from blueprints, sketches, samples, and from verbal directions.

5. Qualifications Required: (a) Experience: Applicants must show that they have had at least four years of experience in the general overhaul of automotive equipment. This experience must have included a substantial amount of disassembling and assembling of gasoline and/or diesel engines, requiring such work as honing and reboring cylinders, fitting piston rings, and fitting bearings.

Nonqualifying Experience—Experience confined to duty as garage attendant or filling station attendant, or limited to such simpler operations as tuning motors, adjusting brakes, etc., is not considered qualifying experience in the examination.

Note: Applicants must show ability 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 Yard seeking reemployment.

(b) Written Test. No written test is required. Applicants' qualifications will be judged from a review of their experience.

(c) Sex. The department or office requesting list of eligibles has the leg

right to specify the sex desired. For these vacancies men are desired.

(d) Age and Citizenship. \*On the date of filing application, applicants:

1. Must have reached their 20th birthday. There is no maximum age limit. The minimum age limit does not apply to persons granted veteran preference because of military or naval service.
2. Must be citizens of or owe allegiance to the United States.
- (e) 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.
6. How to Apply: (a) File the following forms with the Recorder, Labor Board, U. S. Navy Yard, Brooklyn, N. Y.: 1. Application Form 6. 2. Supplemental Form AX-490.093 (Revised). 3. Form 14 and proof of honorable discharge should be submitted by applicants who desire their records of service in the armed forces to be considered. (b) Necessary forms may be secured: 1. From the Recorder, Labor Board, U. S. Navy Yard, Brooklyn, N. Y. 2. By mail, from the Manager, Second U. S. Civil Service District, Federal Building, Christopher Street, New York City, by persons residing in the area of the place of employment. (c) Furnishing information on applications: 1. Applications must be fully and completely executed in accordance with instructions thereon. Failure to so execute applications may lead to their cancellation.

# Aerial Gunnery

(Continued from Page Seven)

on machine gun swivels. These guns are fired with specially-rigged machine gun triggers on the stocks and the sights are the same as those on the .30-caliber guns. The student gets practice in shooting and aiming guns quickly. Firing with rifles at small targets pegged into the ground follows, and then the student goes to the .30-caliber guns on flexible ground mounts.

These guns are fired at stationary targets, 6 feet by 6 feet, at 200 yards and then 500 yards. The student soon begins to get numerous hits at 200 yards, but at the greater distance his score is very low. The instructors emphasize that he must learn to fire only when his target is in effective range, particularly while in the air. They say:

"If you can't hit him, he can't hit you. His range isn't any better than yours and your ammunition while in battle is precious."

The class moves on to the .50-caliber twins in turrets on the railroad target range for the fourth week. Triangular targets, mounted on electrically-driven cars, move at from 500 yards from 20 to 70 miles an hour on an oval track varying in distance from 200 yards to 500 yards from the battery of .50's.

Four turrets fire simultaneously at the same target. The din is terrific. Each gunner uses ammunition of a distinctive color. One shoots bullets tipped with red; another, blue; the third, green, and the other, plain. Every fifth bullet is a tracer that flashes with the speed and brilliance of a meteor even in the day time.

The gunners fire in bursts of from two to six shots. Then the instructor, a corporal or sergeant, corrects his fire and gives him more pointers on the handling of the turret guns. Each man shoots many rounds from the .50-caliber guns at the moving target.

Night firing, with thousands of rockets illuminating the prairie, completes the work on the range. The gunner candidates are ready for aerial shooting—which is the acid test of the school.

The gunner, who now goes on flying pay, installs a .30-caliber gun in the rear cockpit of a trainer plane, and the pilot takes off for the Gulf of Mexico. A trainer plane towing a rayon sleeve target maneuvers into position. The small target is whipping several hundred feet behind the tow plane on a cable.

The first firing is at 100 yards, with various relative speeds from the sides, above, below and crossing. The gunner must get 15 percent hits. He then takes the final test, firing at a sleeve target at 200 yards. That is his most important maneuver. Those mak-

ing less than 10 percent hits on this target fail to graduate.

Elementary tactical training in formation flying with planes simulating attacks on bombers follows. The formations are of nine planes, and the attacks are delivered by three of the fast trainers, which usually come swooping in with the sun as a shield. The problem for the students is to keep the largest possible number of guns trained on the attack ships at all times without breaking formation.

A final written examination covering every step of the heavy curriculum follows. Those passing are qualified gunners. They are ready for transfer to advance tactical training stations, where they will train with bomber combat teams.

**Qualifications for Gunnery Training**

Gunnery students must be between eighteen and thirty years of age, inclusive. They must have had an eighth grade education or its equivalent and have passed the Army General Classification Test with a score of 100 or better. They must be no taller than five feet, ten inches, and no heavier than 170 pounds, and be in excellent physical shape. In New York City, you may apply at 39 Whitehall Street.

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The following defense positions are available in private industry. If you feel that you can qualify for any of these jobs, telephone the designated interviewer at the local U. S. Employment Service office. Applications from those employed in essential defense industries will not be considered.

Technical

10 East 40th Street-LEXington 2-0160

Engineers, Electrical, Mechanical or Industrial-Must have engineering degree plus one or two years experience. (Ask for Mr. Bering). Estimator-Must be experienced in ship steel construction. To go aboard damaged ships and estimate cost of repairs. Thorough knowledge of ship and steel construction necessary. Job in South. (Ask for Mr. Fox.)

Machine Designer-Must be able to design, layout and detail heavy marine equipment. Must have experience on Navy or Maritime machinery. (Ask for Mr. Pope.)

Male Vocational Teachers-Must have Grammar School education and teaching ability plus five years of approved and appropriate journeyman experience in the following trades: marine electrical work, electric motors and repair, foundry, machine shop practice, marine plumbing and pipe fitting, marine sheet metal, radio code (must have commercial license), radio repair and maintenance, marine steam engine, shipbuilding, ship carpentry, wood pattern making. For the following trades, one year of experience will be accepted: aviation engine, aviation mechanic, aviation sheet metal, inspection (must have machine shop experience), ship rigging, welding. The hourly rate of pay for these jobs is \$1.80-\$2.50, depending on the shift. Qualified applicants may apply to Mr. Yawn at 10 East 40th street (10th floor), between 9 and 5 Monday through Friday, and 9 and 12 on Saturdays, in New York City and out-of-country. (Ask for Mr. Alexander.)

Teachers of Sheet Metal Riveting for Negro Trainees in Atlanta, Ga.-Must have in addition to teaching ability in sheet metal riveting at least 4 months experience on power riveting machines. (Ask for Mr. Gold.)

Script Writers-Wanted in Arabic, Turkish, Persian, Portuguese and Finnish. Must be well educated, have a literary background and visited these countries very recently. (Ask for Mr. Gold.)

Stress Analyst-An Aeronautical or Mechanical Engineer with one to two years' experience computing stresses. To determine strength of plane under varying conditions. (Ask for Pope.)

Tool Designers-Must be thoroughly experienced on designing jigs and fixtures for the aircraft industry. (Ask for Mr. Pope.)

Industrial

87 Madison Avenue, Phone LEXington 2-8910

Armature Winders-Male and Female. Experience on all types of motors. Jobs located in New York and New Jersey. Good salaries. (Ask for Mr. Kenreich.)

Automatic Screw Machine Set-up Men-At least five years experience in set-up work only. To set up Browne and Sharpe screw machine and also Acme automatic screw machine; also supervise plant operation. Good salary. Lots of overtime. (Ask for Mr. Dean.)

Automatic Screw Machine Operator-Experienced man able to set up and operate; to take charge of department as night foreman. Apply in person. (Ask for Mrs. Rafter.)

Automatic Screw Machine Set-Up Men-Experienced in setting up and operating Cleveland or Brown & Sharpe automatic screw machine. To work to close tolerances. Will consider good experience on any other makes. Good salary and lots of overtime. (Ask for Mr. Keckelely.)

Bench Molders-Experienced on bronze casting. Job in Brooklyn. Top pay. (Ask for Mr. Cauldwell.)

Boring Mill Operators-Must be experienced either on vertical bore-matic or horizontal machines, and working from blueprints to close tolerances. Jobs in vital defense plant. Good pay. (Ask for Mr. Keckelely.)

Core Makers-Experienced on aluminum and bronze work. To work in the Brooklyn area. Top pay. (Ask for Mr. Cauldwell.)

Core Makers-Thoroughly experienced. To make sand cores used in molds to form hollows or holes in metal casting. Packing and ramming core sand using hand and tamping tools, sets, vents, and reinforcing wires and inspection. Job in Connecticut. (Ask for Mr. Aros.)

Die Maker-Blanking, forming, piercing, combination progressive dies. Prefer experience on lamination dies. Good pay. Plenty of overtime. Urgently needed in defense plant. (Ask for Mr. Keckelely.)

Drop Hammer Operator-3,000-pound electric board hammer. To forge hot metal. Must set dies. (Ask for Mr. Nelson.)

Flare and Fire Setters-Job setters experienced in manufacture of radio tubes, to set, adjust and inspect die blocks, seal-in pins, etc. Able to do all work pertaining to making stems. Apply in person only. (Ask for Mr. Kenreich.)

Floor Molders-Experienced on aluminum and bronze for war production work. Jobs in metropolitan area. Top hourly rates. (Ask for Mr. Nelson.)

Foreman-Automatic Screw Machine Department. All Browne and Sharp 0-00 Machines. Must have supervisory experience and be willing to work nights. Good pay and plenty of overtime. Job in Connecticut. (Ask for Mr. Aros.)

Foreman-To supervise unskilled women on electrical and mechanical instrument assembly. Must be able to read blueprints and circuit diagrams. Knowledge of electrical processing such a wiring, coil winding, and vacuum pregnation necessary. Must be in good physical condition. Job in Brooklyn. Good pay. (Ask for Mr. Quint.)

Grinders-External and internal grinding. Universal machine, precision work. Must have at least five years similar experience. Apply in person. (Ask for Mrs. Rafter.)

Jones and Lamson Turret Lathe Operators and Set-Up Men - Experienced. Job in Connecticut. (Ask for Mr. Aros.)

J. & L. Turret Lathe Operators-For Long Island City. To set up from blueprints and work to close tolerances. (Ask for Mr. Keckelely.)

Hand Screw Machine-Turret Lathe Set Up Men-Must be experienced setting up and working with Warner and Swazey, Gridley or similar machines. To take charge of day or night shifts. Good pay and lots of overtime. (Ask for Dr. Dean.)

Horizontal Boring Mill Operators-Must be able to set up and operate drilling, boring and facing operations with boring mill. Should be able to work from drawings, read blueprints, and do own layout. Job in Connecticut. (Ask for Mr. Aros.)

Instrument Makers-To plan and perform operations and experimental work necessary to construct, alter, repair, or adjust instruments, measuring apparatus or equipment. Will work from samples, drawings, specifications, or verbal instructions using standard machine tool equipment. Good pay and plenty of overtime. (Ask for Mr. Dean.)

Machine Tool Operators, Radial Drillpress, Bullard Vertical Boring Mill, Millers and Lathe Hands-Must be able to set up own machine and layout work from blueprints to close tolerances. Three years or more experience required. No trainees. Workers now working at full skill in defense industries will not be considered. Jobs in Manhattan and Bronx. Good pay and lots of overtime. (Ask for Mr. Dean.)

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(Continued from Page Four)

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Table with 3 columns: Code, Position, Salary. Includes Code 7701-001, 15 Assistant Court Clerk, 28 Clerk, 56 Typist.

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Union Urges OK of Mayor's McCarthy Changes

(Continued from Page Three)

York has stated that unless the McCarthy Mandatory Increments Law is so amended as to place a ceiling of \$2,400 upon all increments in the graded service and of \$2,280 for the ungraded service, the cost to the City will be approximately \$455,000 a year. The Mayor and the Budget Director say that the City can't afford to pay out \$455,000 a year and that compensatory economies in the form of lay-offs are therefore necessary if the amendments are not enacted.

Amendments—Or Litigation "Enthusiasm aside, what we have to do is to decide what course of action is the most practical and will most surely guarantee job security for the people who face dismissal. At this stage of the game, that practical course of action is to urge upon the members of the City Council to vote for the Mayor's amendments to the McCarthy Law. The only alternative to that course of action is for the employees who are dismissed to enter into expensive, protracted and highly dubious litigation. Reinstatement after a year or two of unemployment will be cold comfort for more than 250 employees.

Attempts have been made to give the impression that the Mayor's amendments will wreck or repeal the McCarthy Law. Let's avoid the temptation of belligerent rhetoric. Everybody who is familiar with the situation knows perfectly well that the Mayor's amendments will not wreck the McCarthy Law. If they are adopted they will mean that graded employees will go to the tops of their grades and that ungraded employees will receive four increments. The former will not be able to go beyond \$2,400; the latter will not be able to go beyond \$2,280. The rights of the great bulk of City employees within the increment system will be unaffected.

Two Exceptions

"There were two provisions in the Mayor's proposed Local Law to which we took exception because they were unrelated to the Petrocelli decision and not made necessary by it in any way. In the one case, the limitation of \$600 as the maximum amount to be paid in increments within any one grade would have resulted in a \$240 cut in increments for Playground Directors in the Department of Parks. We have had several discussions with Mayor LaGuardia and Budget Director Dayton and we have been assured that the bill will be so amended as not to have that effect upon the Playground Directors.

"We also took exception to the limitation of \$480 as the maximum amount to be paid in increments to future employees within any one grade. We have been assured by Budget Director Dayton that this will not apply to Clerks, Grade 1, who will be permitted to rise to the top of their grade. We still think it would be much sounder policy to eliminate this limitation completely. This is still under discussion between us and the administration and we trust it will be resolved shortly.

"In this modified form, the bill ought to be adopted by the City Council. It ought to be adopted right away. Every day's delay means further unemployment for 67 people who can ill afford to be without earnings. Every day brings the prospect of unemployment closer to 197 people."

Bambi Makes His Debut

Bambi, the multi-colored little fawn who has amused so many youngsters the world over, made his cinematic debut at the Music Hall last week, to the delight of the world's children.

There were laughter and tears in the fairyland that was the Music Hall Theatre as Walt Disney's characters tell the story of the little fawn who grew up with his assorted playmates in the woodland. With Thumper, the jovial rabbit, who has mastered the art of saying the wrong thing; Flower, the skunk with the inferiority complex; Friend Owl, the forest misanthrope, and dozens of other forest phantoms, no child could ask for more realistic fantasy.

Disney has surpassed himself with colors and shimmering effects that create atmosphere far beyond the best story tellers. There are of course many "cute" sequences—Bambi's discovery that "stiff water" was a rather slippery thing; his first attempt to jump over a log, etc. Bambi adds to the crescendo of certain characters that tug at the heart.



Monty Wooley and Roddy McDowall starring in 'The Pied Piper' now at the Roxy Theatre.

HOLLYWOOD Facts Between Acts

CURRENT: The Gay Sisters, starring Barbara Stanwyck, George Brent, Geraldine Fitzgerald, is currently at the Strand, with Sammy Kaye as the Band feature. The Serner Sisters, the Acrobatic Nonchalants, and the novelty "So You Want to Lead a Band," are other highlights. The Palace is featuring the Damon Runyon story, "The Big Street, with Henry Fonda and Lucille Ball and "The Pied Piper," remains at the Roxy. . . . The mad musical, "Holiday Inn," with Bing Crosby and Ann Miller, remains at the Paramount.

Defense workers get their first glorification in MGM's "Liberty Ships," the story of workers in the Pacific Coast shipyards, which goes into production soon. . . . "Clear For Action," in spite of its star, Robert Taylor, will boast the distinction of being a movie without a single hug or kiss. It's a tale of the Navy fighting the Japs. . . . Vaudeville's colorful days will be revived by Judy Garland and Gene Kelly in "For Me and My Gal." . . . The super-cosmopolitan publicity men, not content with single city premiers for such pictures as "Virginia City," are now looking for seven romantic towns around which to feature "Seven Sweethearts," a Joe Pasternak production. . . . Kate Smith has finished her first Columbia picture, "America Sings With Kate Smith." . . . "What's Buzzin', Cousin," the Brooklyn salutation that is credited to Barbara Stanwyck, gets official recognition as the title of a picture featuring Phil Harris and Rochester, set for production on the Columbia lot. . . . March of Time will come to Skouras Theatres as the result of a new deal with 20th Century-Fox. The contract begins with "We Are the Marines," due to be released soon.

Every penny is a patriotic penny if it hastens the privileges of peace. Every dollar you invest in War Bonds will shorten the months of the war. If your State meets its quota this month, peace may be a month closer.

Movies

RADIO CITY MUSIC HALL 50th STREET and 6th AVENUE Walt Disney's "BAMBI" In Technicolor From Felix Salten's Novel Released by RKO Radio Pictures On the Great Stage "DEAR DIARY" The romantic theme of "boy meets girl" in Florence Rogge's gay revue, with Rockettes, Corps de Ballet, Glee Club, Symphony Orchestra, direction of Erno Rapee. First Mezz. Seats Reserved. CI. 6-4600

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Signal Corps

(Continued from Page Seven)

years of mathematics and one year of science.

Laplant: Yes, that is important.

Chaffee: After he has enrolled, we will send you an enlistment application, and you will arrange for his physical examination. If he passes, he is sworn into the Signal Corps Enlisted Reserve.

Must Attend Regularly

Laplant: That's right, and the men should be told that if they do not attend classes regularly, or fail to make satisfactory progress, they will be called to active duty at once.

Chaffee: As you know, Captain, we have already trained over 1,000 students in this course.

Laplant: Yes, Professor, after seeing your laboratory equipment and talking with your radio teachers, I think this plan should appeal not only to men who wish to learn radio but also to those who would like to qualify for commission in the Signal Corps.

Chaffee: Then you recommend that this is one of the best ways for a man to prepare himself for duty with the Signal Corps?

Laplant: I certainly do! Many a good radio student has been lost to our branch of the service because he waited too long before applying for enlistment in the Enlistment Reserve Corps. Once a prospective candidate receives a final induction notice, his chances of landing in the Signal Corps are rather remote. By this method, they begin as Signal Corps men, get their advanced training while still on inactive duty. When do you begin the course?

How to Apply

Chaffee: It begins in August, in over 30 cities in New Jersey. The man who is interested has only to write to Radio Training, Rutgers University, New Brunswick, New Jersey and ask for information "Fundamentals of Radio for Signal Corps." Of course such applicants must be available to attend classes in New Jersey.

Announcer: You have just heard Captain Kenneth A. Laplant, Enlisted Personnel Officer of the Service Command Signal Office and Maurice A. Chaffee, of the Rutgers University Engineering, Science and Management War Training Office discuss a new plan of enlistment in the Signal Corps by which men 18 to 45 can be enlisted during the time they are taking a radio training course, approved by the Signal Corps and offered under the auspices of the United State Office of Education. If you live where you can attend classes in New Jersey, write to Radio Training, Rutgers University, New Brunswick, New Jersey, for information "Fundamentals of Radio for Signal Corps."

Resort News

As Labor Day creeps up on us, we take a last look around for the weekend places, and if we haven't taken our accumulated time off, make the final decision about the two weeks in the country.

The weekend problem is always a keen one, and especially with the necessity for travelling by train or bus. Unless you have made reservations long in advance, you will probably find it difficult to get decent accommodations at any of the resorts close to town.

Best bets within the 75-mile maximum are places such as Plum Point at Beacon, N. Y.; Triple Lake Ranch at Succasunna, N. J.; Zinderest at Monroe, N. Y.; the Peninsula House at Sea Bright, N. J., or one of the many New Jersey shore resorts. All of these are within 1 1/2 hours of town and are listed at \$8 per weekend day or less.

MAMA RITZ KOSHER Dairy and Vegetarian Restaurant Serving Civil Service Employees for 23 Years De Luxe Dinner 5 to 8 P.M.—\$5.65 Orders Delivered to Your Office 327 Broadway (Nr. Worth St.) New York City WORTH 2-5272

# City Treasurer Can't Find Enough Workers

Help Wanted: Investigators, \$5 a day, five-day week, Temporary employment!

The City Treasurer's office is having such a tough time getting 150 investigators to fill temporary jobs that, at the request of Mayor LaGuardia, the names of thousands of eligibles on civil service lists were sent over to City Treasurer Almerindo Portfolio last week for provisional appointments.

The eligibles were not certified in the regular manner by the Civil Service Commission. The lists were forwarded to Treasurer Portfolio, and, as the appointments are provisional, he is permitted to select the names of any eligible he wishes, without regard for the candidate's standing on the list. Also, Portfolio is permitted to select anyone who is not on a civil service list for the temporary provisional jobs.

### Provisional Appointments

In the absence of City Treasurer Portfolio, who is on vacation, Deputy Treasurer Arthur A. Lynch stated that the eligible lists were obtained for the provisional appointments because the department wanted persons who had passed civil service tests and who had been investigated by the Civil Service Commission. He admitted, however, that provisional appointments could also be made to persons who had not passed civil service tests and were not on civil service lists.

The names of eligibles on the lists sent over by the Civil Service

Commission are still being canvassed, according to Mr. Lynch. Altogether 100 investigators have been hired. Fifty more provisional appointments will be made this week, if possible.

### What They Do

The investigators are hired to check all businesses in the City of New York for compliance with the sales tax laws. A word to the wise: If you are on a city civil service list and would like a temporary job at \$5 a day, the City Treasurer's office is located in the Municipal Building.

## Conductor Test All Finished

The conductor test is over! The last of 33,000 candidates who filed applications was given his medical and physical test in the New York City Building in Flushing Meadow Park on Saturday, August 15. All that remains now is for the Civil Service Commission to compile the list of eligibles.

The publication of the eligible list will take a few weeks yet, as the Commission intends to finish the patrolman list first. (The last batch of patrolman candidates are being examined this week.) As soon as the list is compiled by the Civil Service Commission, it will be published in The LEADER.

Of the original 33,000 who filed applications, only 21,000 showed up for the written test Saturday, April 25. 13,800 of these candidates passed the written test and were summoned to appear for the physical exam. The exact number of candidates who passed the conductor physical examination was not yet known by the Civil Service Commission as The LEADER went to press.

Successful conductor candidates whose names will appear on the eligible list have been requested to form an eligibles association. Purpose of this organization will be to have the list used for as many jobs as possible, under the process of selective certification. Interested candidates are requested to write to N. L. P., care of the Civil Service LEADER, 97 Duane Street, New York City.

## Hughes Condemns 'Salary-Cut Drive'

A vigorous protest against Mayor LaGuardia's proposed amendment to the McCarthy increment law was made this week by John J. Hughes, president of the Civil Service League. It was labelled a plain "salary-reduction" drive by Hughes.

The head of the Civil Service League pointed out that graded employees had been certified by the City for employment at \$1,825 a year, suspended, and rehired at \$1,200 a year. A number of employees whose \$120 a year increments, under the McCarthy law, entitled them to salaries of \$1,799.99 a year, were suspended and, not very much later, reinstated at \$1,200 a year.

"The Civil Service League refuses to let human beings be treated as so many dollars in the budget," Hughes said.

### Vacancies Unfilled

Referring to the same group of employees who were entitled to \$1,799.99 a year, dismissed and reappointed at \$1,200 a year, Hughes said that the Mayor's proposed amendment to the McCarthy law would prevent these persons from receiving increments above \$1,680 a year. He added that these employees, all of whom have been in the service for many years, constantly participate in promotion examinations only to find that vacancies in higher grades remain unfilled. When vacancies are made because of retirements or deaths, the positions are abolished, Hughes said.

### Hits At LaGuardia

Hitting at LaGuardia for his actions of last week, Hughes stated: "The Civil Service League opposes the un-American method of hastily calling a meeting of the Board of Estimate to discuss matters which vitally concern the welfare of civil employees and their families, while ignoring their bona-fide representatives."

"The Civil Service League opposes misleading statements made for public consumption prior to any discussion of matters concerning the welfare of civil employees."

"The League opposes high-handed methods used to intimidate members of local legislative bodies on matters adversely affecting the welfare of civil employees."

"The League has joined hands with a group of other organizations to combat the many recent abuses to the merit system."

## Clerks, Law Stenos, Pavers— They All Work in the Subways

Clerks, conductors, accountants, pavers, porters, ediphone operators, law stenographers, copyholders, car cleaners . . . Such is the variety of occupations in the Board of Transportation, operator of Gotham's intricate network of municipal subway systems.

To fill permanent and temporary vacancies in these specific categories, the Civil Service Commission during the week, certified names of eligibles on civil service lists, eligibles who passed examinations for these or appropriate positions.

For one permanent and three temporary jobs as clerk grade 2 at \$1,200 a year, the open-competitive list for clerk, grade 2, was certified. The names of 31 eligibles, up to number 2,558 were forwarded to the Board of Transportation for the three temporary jobs, the names of six eligibles, up to number 1011 for the single permanent post.

### Fire List

Pending the establishment of the conductor list, the Commission sent over the names of 69 candidates on the fire list to fill jobs as conductors and railroad clerks. The certification reached number 2,505 on the fire list. The railroad clerk openings pay 58 cents per hour, the conductor vacancies, 65 cents per hour.

The preferred list for junior accountant and two promotion lists for this title were certified by the Commission to fill permanent jobs as junior accountant at \$1,800 a year. The first eleven names on the Independent Division promotion list and the first five names on the Construction Division list, both of which were established by the Civil Service Commission on

July 1 of this year were used in addition to a single name on the preferred list.

### Pavers

For four temporary jobs as pavers in the BMT Division at \$13.20 a day, the Commission forwarded the names of seventeen eligibles up to number 42 on the open-competitive list for paver. Under the certification, the pavers cannot be employed later than December 31 of this year.

### Cleaners, Porters

The much-used sanitation man list was certified for jobs as car cleaners and railroad porters. Car cleaners are paid 62½ cents per hour; railroad porters, 57 cents per hour. Twenty-two eligibles on this list up to number 5,052 were certified for the permanent porter posts. The names of 27 supermen up 7,825 on the register were forwarded for the temporary jobs as car cleaners and porters.

Five eligibles on the stenographer, grade 2 (law), list were certified to fill one permanent job at \$1,500 a year in the Board of Transportation as a stenographer, grade 2 (law). Highest person reached was number 14 on the register.

### Clerks, Too

For permanent jobs as copyholders, the names of seventeen eligibles on the clerk, grade 2, list were sent over to 250 Hudson Street, headquarters of the Board of Transportation. The certification went as high as 6,397. Reason for this is that copyholders are only paid at the rate of \$950 a year, or \$18 a week. For a job as ediphone operator at this same salary and for another as typist, also at \$960 a year, the Commission certified the names of twenty eligibles on the typist grade 1 list. Highest eligible reached was number 3,131.

## New Group Forms To Protect Merit System

"Committee for the Preservation of the Merit System" is the title of a new organization being set up among civil employee groups in the New York area. The committee, which has among its adherents the officers of approximately thirty employee groups, plans to use its strength to combat attacks on the merit system and the living conditions of civil employees. At present in the first stages of organization, the group has already set up a number of sub-committees for the

purpose of setting up, in the words of John Hughes, the temporary president, "a sound super-structure that can really do a distinguished job of protecting the principle of merit and the security of the civil employee."

In addition to John Hughes, who heads the Civil Service League, other temporary officers include:

Herbert Bauch, Association of Competitive Employees, temporary executive secretary.

Gerald Coughlin, Greater New York Park Employees Association, in charge of drafting a platform of principles.

B. Latin, of the Auto Engineers' Union, Department of Housing and Buildings, heads the arrangements committee.

## WELFARE NEWS

### Win-the-War Show

Department of Welfare employees, as well as every other citizen of New York City, should see the Win-the-War Show at Hearst's Department Store which runs from August 17 thru August 29. Welfare's contribution to the exhibit will portray the many services which will be offered at the Emergency Welfare Centers in the event of a blitz.

Hours for the exhibit are from 10 a. m. to 6 p. m. daily except Thursday when the exhibit will be kept open until 9 p. m. Tickets may be secured from Welfare Office Administrators or division directors.

Welfare is also participating in a Home Front Exhibit at Coney Island sponsored by the CVDO. This show opened August 15 and will run for one month.

### Marriages and Things

Best wishes to Vivian Doar, attractive Community Relations' secretary, who was wed recently to Army Lieutenant Bert McKinney . . . Popular Joan Mason of Resource middle-aided it last week. The couple flew to Washington to board a train for Savannah, Georgia, where they will spend a two weeks' honeymoon . . . Mary Doyle, Community Relations, is vacationing in Connecticut . . . Bill Paschell of Public Relations who landed a swell job in Washington . . . Scores of remembrances for Muriel McKenna of the Bureau of Public Assistance who was operated on for an appendectomy last week. Hurry back, Muriel.

### In the Service

The Service Section is well represented in the Service. Mel Chifari is doing his part in Eng-

land; Ed O'Leary had his first solo flight recently; Bill Orefice recently became a second lieutenant, and the other boys, Bill O'Hara, Bill Dobbins, Joe Serafin, Herman Stein, George Huemmer and Dan Danaher are in camps seriously drilling to work themselves up to higher posts.

### Army, Navy Stuff

The names of all of the Welfare boys serving Uncle Sam will shortly appear on a huge, colorful, Honor Roll . . . John Fredell of Special Investigations is now a lieutenant in the Navy and loves it . . . Louise Spero left on a vacation to visit her son in Harvard.

### Who's Vacationing

Selma L. Rhine of Special Studies just returned from a vacation spent at Lake George . . . Helen White, investigator in Special Studies, has just completed a vacation at Stanbrook Ranch, N. Y. . . Laura Liebman, secretary to Henry Rosner, is vacationing at Lake Oskawanna in Peekskill . . . Minna Weiss of the Division of Office Management spent her vacation in California.

Several regular LEADER features had to be left out of this issue for lack of space. Watch next week's issue for

**POLICE CALLS**  
**POSTAL NEWS**  
**MENTAL HYGIENE NOTES**  
**ON PARK ROW**

## Trackman Test Begins Aug. 24

Beginning Monday, August 24, the candidates who passed the written test for trackman will be given their medical and competitive physical examinations in the City Building, Flushing Meadow Park, Corona, L. I.

The test will consist of a dumbbell lift, an abdominal muscles lift, a high jump, a barchinning test, and two machine tests, the pectoral squeeze and the shoulder pull. In order to get 100 percent on the dumbbell lift, trackman candidates must lift 70 pounds with each hand. The lifting of a sixty-pound barbell behind his neck, while raising himself from a prone to a sitting position nets the trackman candidate a perfect score on the abdominal muscles lift.

As short men are admitted to the trackmen test, the height required for a perfect score on the high jump is only three feet.

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