PATROLMAN TEST
OPEN NEXT MONTH
Full Details on Page 5

U.S. Workers' Annual Leave Cut
See Page 3

Full Requirements on
NEW N.Y.C. TESTS
MUSICIAN — RADIO REPAIRMAN
PROMOTIONS TO COURT CLERK,
STOCK ASS'T, ELEVATOR MAN
Begin on Page 18

HOSPITAL HELPERS NEEDED
See Pages 9, 19

Progress On State Tests
See Page 16
They perform a Dazzling Variety of Tasks

By CHARLES SULLIVAN

Women in Civil Service

They are trained to do work which is considered in most cases too delicate and too specialized for men and are filling a great many important positions of leadership in Government work. In the employment of women, the Federal Government has led the way and set an example which other branches of Government and industry have followed.
WASHINGTON — The average government employee in Washington is: 1) Working longer hours. 2) Taking less annual leave. These conditions are true, of course, for defense agencies, but who can name the non-defense agencies? Very few officials indeed. Even St. Elizabeth's Hospital, the government hospital for the insane, and the entire Agriculture Civil Service, are today listed among the 100-old defense agencies. Even the competitive and protective administrative order, War Department and the Selective Service, which work a 44-hour week in Wash­ington. For a time Federal Bureau of Investigation employees worked two hours overtime daily. Now their work is estimated to be in an hour daily for most employees in other agencies are supposed to work a 13-hour week. Accidentally, Actually they work anywhere from 40 to 50 hours a week. Who says Government employees work slower?

Vast quantities of over-time, Sundays included, are being piled up in such agencies as Office of Production Management, Office of Price Administration, War, Navy, Army, Selective Service, Civil Aeronautics Adminis­tration, and the newly created defense agencies.

Can't See a Movie
The foregoing column received several letters recently from employees who have been in Washington only a matter of months. Some of the letters are starred so that the names of the writers cannot be disclosed. Even St. Elizabeth's Hospital employees can’t see a movie in Washington, let alone visit the Washington monument, Lincoln Memorial and all the other impressive sights.

Competent Supervision Needed
As pointed out by U. S. Civil Service Commission, reported in the paper of various weeks. The writers, all girls, have received several letters recently from girls who have been in Washington only a matter of months. Some of the letters are starred so that the names of the writers cannot be disclosed. Even St. Elizabeth's Hospital employees can't see a movie in Washington, let alone visit the Washington monument, Lincoln Memorial and all the other impressive sights.

Morale Important
A few hours overtime each week appears to do more for national crisis than the morals of Uncle Sam's 1,400,000 civilian employees. In most of these agencies are supposed to work a 13-hour week. Accidentally, Actually they work anywhere from 40 to 50 hours a week. Who says Government employees work slower?

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CIVIL SERVICE IN NEW YORK CITY

Open Competitive Subway Tests

Civil Service Commission Feels It Must Open Tests to Everybody

Because of Armistice Day

Next Week’s Issue of

The LEADER will appear on the newsstands on

MONDAY, NOVEMBER 10,

instead of Tuesday, as usual.

Be Sure to Watch for Your

Copy Next Monday

Telephone Boys O.K.? For Hospitals

The chairman of the committee, William E. Lysaught, grade 2, male list, which has been unceremoniously adopted by the Civil Service Commission to the Department of Hospitals to fill the position of Fever Nurse in the Richmond Hospital. The job opens are permanent and pay $1,000 per year.

Sanitation Boys
Start Basketball

Fri., October 31, in the Morgue

Sanitation Boys Association meeting night will be the start of the boys on the superman list to stay in touch with their age, and travel over to P. S. 27 on 3rd street near Third avenue, Manhattan, to attend to their duties. The time for the meeting is, as usual, 8 p.m.

Eligibles who like to play basketball may report at 1715 First Ave., between 95th and 96th streets under the direction of Deputy Chief Robert E. McHannon, who will try to get the boys signed up with the regular ball teams of the city, or form an in-house team if there is a sufficient number.

Supermen Take
Laborer Jobs

The Sanitation list is really going to town with laborer jobs now available, and the word is getting around fast and effect and understood by all concerned. In addition, the Sanitation Boys Association has had four bids advertised for the entertainment of the boys, whereas others have been interested. There are a few bids advertised that look like they are going to be effective in the coming days.

CIVIL SERVICE LEADER
Tuesday, November 4, 1941

CIVIL SERVICE LEADER

Write or Phone for Complete Information.

All instructions from the Department of Civil Service, E. M. McElfresh, (former), New York, N. Y. Dept. Over 10 years experience.

Complete Secretarial Courses — Business Machines

41 Accountants

Certified

Eligibles on the accountant, grade 2, list were certified to two different city departments to fill positions as bookkeeper, grade 1, under the Civil Service Commission's policy of selective certification. These positions are described as "accounting duties" and are not open to all eligible accounts.

Promotion List Used
To Fill Transit Jobs

The first 24 names on the promotion list, for assistant station supervisor, Board of Transportation, were certified by the Civil Service Commission to fill 25 openings at $2,000 per year. Fourteen of the positions are permanent and one is temporary to replace an employee who will be on military leave. The list was promulgated May 31, 1941.

CIVIL SERVICE IN NEW YORK CITY

Open Competitive Subway Tests

Civil Service Commission Feels It Must Open Tests to Everybody

One of the big mysteries of New York City’s Civil Service is “Why didn’t the subway men file for promotion tests?” 500 jobs a-begging! So the Civil Service Commission can’t do anything except 10 the tests to the general public, and that should happen soon after the promotion tests are held.

Dates will fall to qualify, be absent, or fail, it is apparent that the resulting eligible lists cannot possibly meet the needs of the subway system.

Salvation, Duties

Here are the Parishes and duties of each of the three titles, as reported when the promotion tests were first announced.

www.civilserviceleader.com

To run in M N D A T Y, NOVEMBER 10, 1941.

Be sure to watch for your copy next Monday.
Patrolman Applications Next Month

Civil Service Commission Finally to Open Long-Awaited Examination

Applications for the patrolman and special patrolman test, ordered in September by the Municipal Civil Service Commission, will be issued in the early part of next month, if present material is available will be December 2 or December 9.

The patrolman-special patrolman test will be the most popular examination opening to New Yorkers in 1941. Unfortunately, all those who are successful in making the eligible list will be appointed to positions in the Police Department or in other departments, such as the Board of Transportation, which use the services of special patrolmen.

As was the case in the last patrolman examinations, eligibles finishing in the upper half of the list will constitute the patrolman list itself. Only these eligibles will be permitted appointment to the Police Department. The second half of the list will be set aside as a distinct eligible list to be known as the special patrolman list. In addition to subway police jobs, this list will be used for filling vacancies in the forces of special patrolmen maintaing the various Water Supply, the Midtown Tunnels, the Department of Correction, and the Department of Welfare.

Written in Spring

According to present plans, the written test for patrolman and special patrolman will be held in the spring, the physical test in the summer. The written test will be designed to determine the intelligence, initiative, reasoning ability, common sense, judgment, and aptitude for police work of the candidates. The physical test will measure coordination, agility, strength and endurance of the potential patrolman.

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Physical test will be designed to determine the intelligence, initiative, reasoning ability, common sense, judgment, and aptitude for police work of the candidates. The physical test will measure coordination, agility, strength and endurance of the potential patrolman.

As was the case in the last patrolman examination, it is expected that there will be no educational requirements for admission to the new test. However, candidates on the list examination, who had special training on a college level in such fields as physics, chemistry, engineering, law, languages, archaeology and art, will be allowed to apply for extra credits, which were added to the mark received in the mental test. It is expected that similar credits, not to exceed a total of four percent on either the mark received in the written test or the mark received as a final average of both written and physical test, will be allowed to candidates on the new examination.

Full details of this examination will be available to applicants in the future months.

Sheriff By Competition?

Voters to Decide Election Day

(Exclusive)

Open competitive examinations for the proposed city-wide positions of Sheriff and Register are already being planned by the Municipal Civil Service Commission, and will be announced shortly after Election Day should the electorate accept proposition number one and reject propositions two and three.

Proposition number one places the two positions under Civil Service. Numbers two and three, adopted by the City Council, create an appointive sheriff and Register.

In addition to the two top-paying jobs, the Commission states that 855 subordinate positions are also to come under the merit system. This system should number one be passed and two and three defeated. Propositions two and three leave those junior positions outside the Municipal Civil Service classification.

To Use Lists

Many of these 855 jobs will be filled from the lists for Patrolmen, P.D., Special City Marshal, Attendee-Messenger, and others, some of the existing jobs may be abolished as useless, and it is also possible that open competitive or promotion tests be held for some, election for Sheriff and Register, should they be made competitive, are not yet known. However, Sheriff in New York County now pays $31,700, while Register pays $12,000. Present city employees working in the higher grades will be eligible to compete in the exams and will undoubtedly get experience credit for relevant city training.

The offices of Sheriff and Register have long been under fire by "reform-government" circles.

STENOGRAPHER Gr. 3 (Prom.)

Diplomatic Classes— WEDNESDAY and FRIDAY, 6:30 P.M., at Manhattan Branch, 120 W. 42d Street.

JUNIOR TYPIST AND JUNIOR STENOGRAPHER

Employment in WASHINGTON, D. C. and NEW YORK.

Applications are now being issued and may be obtained for an indefinite period.

DROPPED WORKERS

GET PREFERRED TREATMENT

The New York City Civil Service Commission has approved a recommendation that the preferred list for management assistance be used in the following jobs: inspec- tive, Emergency Revenue District, Office of Revenue District, clerk, grade 3; in departments where no preferential list exists; civil clerk, grade 2, in departments where no appropriate list exists.

The Commission made the recommendation in response to the request of nine employees dismissed from the Housing Authority. At least sixty employees who were recently dismissed from the Housing Authority are on the preferred list for management assistance, and at the same meeting, the Commission heard the request of the nine dismissed employees that they be returned to work in the field.

The commission ruled that the preferred list be used to rehire the nine employees, who had special training in the field.

The offices of Sheriff and Register have long been under fire by "reform-government" circles.

Assistant Gardener

Entrance Salary—$5.00 Per Day

Age—21 to 35

No Experience Required

Physical and mental classes meet three times weekly at convenient hours.

SUBWAY PROMOTION EXAMINATION

MOTORMAN

Classes for the above examination meet three times weekly at convenient hours.

MOTOR VEHICLE LICENSE EXAMINER

Entrance Salary $1,000 per annum. Classes meet TUESDAY and THURSDAY, at 1:15, 6:15 and 8:30 P.M.

MOTOR VEHICLE INSPECTOR (Bus)

Entrance Salary $2,000 per annum. Classes meet on WEDNESDAY and FRIDAY, at 8:30 P.M.

CARD PUNCH OPERATORS

Applications will be received until further notice for the position of Card Punch Operator. Applications for the position of Card Punch Operator are expected within the next few months. Our course not only prepares you for Federal examinations, but also qualifies you for employment in the commercial field. A good typist may efficiently operate a card punch machine after 60 hours of instruction.

JUNIOR TYPIST AND JUNIOR STENOGRAPHER

Employment in WASHINGTON, D. C. and NEW YORK.

Applications are now being issued and may be obtained for an indefinite period.

POST OFFICE CLERK-CARRIER—RAILWAY POSTAL CLERK

Classes in preparation for this examination which will be conducted within the next few months are meeting on MONDAY and FRIDAY at 10:30 A.M. and 8:30 P.M.

INSPECTOR OF HOUSING (Gr. 2)—Wednesday and Friday at 8:30 P.M.

INSPECTOR OF ELEVATORS (Gr. 2) — Classes Form Fridays, Nov. 7 at 8:30 P.M.

FINGERPRINT TECHNICIAN— Class Start Forming.

OFFICE HOURS: 9 A.M. TO 10 P.M. DAILY—SATURDAY 9 A.M. TO 5 P.M.

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CIVIL SERVICE LEADER, 97 Duane St., New York City

CIVIL SERVICE LEADER

Tuesday, November 4, 1941

Page Five

SHERIFF BY COMPETITION?

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(Exclusive)

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CIVIL SERVICE LEADER, 97 Duane St., New York City
Life Guards Wanted

Life guards on the city beaches won't be needed for some time yet, but if you'd like the job come

...he successfully attended a session of the Board of Transportation's training course for railroad porters. He worked as a maintenance helper, group B, in both the 1K and 1RD divisions and that he was previously employed as a porter by the New York Central Railroad. Harper contended that he should be entitled to the job because of his experience and his place on the Attendant Messenger list.

In denying Harper's request the Commission ruled that the butler classification has been declared inappropriate for the position of railroad porter, under the process of selective certification, Harper said that he received a mark of 81 per cent on the test for attendant messenger. But he said that he was employed as a railroad porter for the past four months, that he has had experience in the department, and that he would be a very good employee.

...and you'll have to be a pretty healthy specimen. You'll be expected to be a good smell around the streets, and the nurse or doctor, if not that, will be able to identify you. Of course you can't apply now, you can't apply even if you have a year's experience, but if you want to come in a year or two you can take the test. We are going to have a number of tests, one every month, and you can take the test as many times as you like. After you pass the test, you'll be put on the list and you'll be called in to be examined by the police department, and then you'll be taken to the police station and asked if you want to be a police officer. The police will then give you a report and you can then apply to the Board of Education to become a police officer.

...you have to be full of health, shining and good cheer. And, of course, you have to be able to do the job. You have to be able to do the job, but you have to be able to do it well. You have to be able to do it well, and that means you have to be able to do it in a way that is satisfactory to the people who will be working with you.

In summary, the Board of Transportation is requiring that all railroad porters have a certain level of health, and that they have had previous experience as railroad porters. They are also requiring that all railroad porters have a certain level of education, and that they have been employed in the industry for a certain length of time. The Board of Transportation is requiring that all railroad porters have a certain level of physical fitness, and that they have been examined by a doctor. They are also requiring that all railroad porters have a certain level of experience, and that they have been employed in the industry for a certain length of time. The Board of Transportation is requiring that all railroad porters have a certain level of education, and that they have been employed in the industry for a certain length of time. They are also requiring that all railroad porters have a certain level of physical fitness, and that they have been examined by a doctor.
CIVIL SERVICE IN NEW YORK STATE

By MORTON YARMON

CIVIL SERVICE LEADER

Tuesday, November 4, 1941

CIVIL SERVICE OVER STATE BUDGET

Civil Service LEADERS

WHERE DO I STAND?

The following are the latest re-
ports of Civil Service LEADERS
in New York City and Albany, P
as printed in The Civil Service
Leader.

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T-Albany-$100... 130 83.70
P-New York-$100... 114 83.70
T-New York-$100... 112 83.70

Junior Typist

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant File Clerk

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant Stenographer

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant Investigator

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant Stenographer

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant Register

P-Albany-$100... 105 83.70
T-Albany-$100... 101 83.70
P-New York-$100... 92 83.70
T-New York-$100... 86 83.70

Assistant File Clerk

P-Albany-$100... 92 83.70
T-Albany-$100... 86 83.70
P-New York-$100... 71 83.70
T-New York-$100... 63 83.70

Assistant Stenographer

P-Albany-$100... 92 83.70
T-Albany-$100... 86 83.70
P-New York-$100... 71 83.70
T-New York-$100... 63 83.70

Assistant Register

P-Albany-$100... 86 83.70
T-Albany-$100... 81 83.70
P-New York-$100... 67 83.70
T-New York-$100... 61 83.70

Assistant File Clerk

P-Albany-$100... 81 83.70
T-Albany-$100... 76 83.70
P-New York-$100... 60 83.70
T-New York-$100... 56 83.70

Assistant Stenographer

P-Albany-$100... 76 83.70
T-Albany-$100... 71 83.70
P-New York-$100... 60 83.70
T-New York-$100... 56 83.70

Assistant Register

P-Albany-$100... 71 83.70
T-Albany-$100... 66 83.70
P-New York-$100... 58 83.70
T-New York-$100... 53 83.70

Assistant File Clerk

P-Albany-$100... 58 83.70
T-Albany-$100... 54 83.70
P-New York-$100... 51 83.70
T-New York-$100... 47 83.70

Assistant Stenographer

P-Albany-$100... 54 83.70
T-Albany-$100... 51 83.70
P-New York-$100... 51 83.70
T-New York-$100... 47 83.70

Assistant Register

P-Albany-$100... 51 83.70
T-Albany-$100... 47 83.70
P-New York-$100... 51 83.70
T-New York-$100... 47 83.70

There are less applicants than ever before—your chances of getting a job are better than ever. Apply now.
WICKS WELDING WORKS, 850 60th Street, Brooklyn, N.Y.

LEARN-TO-FLY
CIVIL SERVICE POSITION

The following defense positions are available in private industry.
If you feel you can qualify for any of these jobs, telephone the designated interviewers at the New York State Employment Service Branches serving the area to be employed in essential defense industries will not be considered.

Anchors of Vital Interest to You

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American Cystoscope Makers, Inc.

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240 MADISON AVENUE

Under New York State License

Free Radio Training

The course, which will begin on November 10, will be offered un-

rolled in schools of nursing this year; thousands of retired profes-

sional nurses are

The Delehan Institute has a successful record of performance for

more than a quarter of a century in Civil Service Preparation and for 15 years in Secretarial Training. For

the past 18 months and with the same degree of success

we have been training men to take their places in the Defense Program as

For the past 18 months and with the same degree of success

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Program as

In Private Industry

The following defense positions are available in private industry.
If you feel you can qualify for any of these jobs, telephone the designated interviewers at the New York State Employment Service Branches serving the area to be employed in essential defense industries will not be considered.

Technical

Aircraft Draftsmen—Must have at least three years' experience in the design of airplane engines.

Aircraft Mechanics—Must have at least three years' experience in the design of airplane engines.

Aircraft Draftsmen—Must have at least three years' experience in the design of airplane engines. (Ask for Mr. Smith.)

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State Hospitals in Frantic Search for Male Attendants

With both hospital attendant lists already exhausted for men, the Municipal Hospital Service, through its Leader, learns that provisional male hospital attendants are being made in large numbers by the superintendents of six hospitals in and around the metropolitan area.

This does not hold for women, as there are still available women on the eligible list. Latest news on the status of the two lists will appear in the Leader in next week's report.

The Leader learns that provisional male attendants are being employed on the Manhattan State Hospital, The Metropolitan Hospital, The Brooklyn Hospital, The Elizabeth, The Manhattan Psychiatric Center and The Brooklyn Psychiatric Center.

---

Washington Irving Offers Excellent List of Courses

Course for adults in a variety of subjects. For those available without cost at Washington Irving High School. Alumnae and Advertising Illustrations.

Architectural Drawing and Measuring

Advertising Coopy Writing

Lettering Proofreading

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Fundamentals of Cooking

Textile Design and Processes for Hand Decorated Fabrics

Graphic Design and Figur Drawing

Adapting Dressmaking Drafts

Home Dressmaking and Novelty Work

Elementary Trade Dressmaking

Commercial Photography

Civics and Psychology

Art and Drawing

Lanugages

---

If you wish to register for one of these courses, apply at the Washington Irving Evening High School, 16th Street and Irving Place, Manhattan, any evening after 6:30 o'clock.

Can You Quit Your Job, Drive Insurance?

In an effort to clear up popular misconceptions of the provisions of the "voluntary quit" amendment to the New York State Employment Insurance Law, Milton K. Gross, executive director of the Division of Placement and Unemployment Insurance to which the Department of Labor, was emphasized that the amendment was patterned to offer the unemployed insurance benefits eliminating the legal penalty for quitting their jobs without a good reason for quitting.

For a good reason for quitting, I mean a "reasonable, justifiable reason," said Mr. Leyton. "One of the primary purposes of the employment insurance law, of course, is to, let's be eligible for unemployment insurance benefits, a person must prove he is not capable of employment.

The 'voluntary quit' amendment was primarily designed to cover the case of someone, either the elimination of employment insurance benefits to people who are merely seeking work, or paid vacations, those who have no intention of returning to employment, those who are not available for employment because of illness or other reasons in short, people who don't want to work.

Abolishing the "voluntary quit" amendment was primarily designed to cover the case of someone, either the elimination of employment insurance benefits to people who are merely seeking work, or paid vacations, those who have no intention of returning to employment, those who are not available for employment because of illness or other reasons in short, people who don't want to work.

---

Berlitz, the famous language school, announces that the following length of courses are available without cost at Washington Irving High School: American Sign Language, German, French, and Spanish. More Berlitz courses available for those who may wish to take them, and at the same time, to learn a language with unusual speed.

---

Tuesday, November 4, 1941
CIVIL SERVICE LEADER

CIVIL SERVICE PHYSICAL EXAMS

For Patrolman

Full Physical Privileges

Quarterly for the 1st and 3rd BASES

CENTRAL BRANCH: Y.M.C.A.
520 8th Ave. (at 38th St.)
One Minute from Subway Station, No. 1, 2, or 3
For Information, Call "CIVIL SERVICE" 5-1158

You are invited to attend our continuing classes of instruction for CIVIL SERVICE physical examination. (No charge.)

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10 John St. Bramer 2-1119

Have you planned it?

COOPERATIVE - CONTACTING

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Low Prices - Budget Haircut

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For Information, Call "CIVIL SERVICE" 5-1158

FINE FURNITURE

Close to Our Wholesale-40% to 50% Less

Savings from 15% to 80% in upholstered beds and chairs of fine materials. Our low prices are based on the maximum saving possible in purchasing direct from manufacturers. Your guarantee - satisfaction. L. Freeman Furniture Co., Manufacturer's Distributors, F.A.R. inspection, 7 East 50th St., 81-84

"KEEP HIM ON THE BRANCH" - REMEMBERED BY LABOR

SECRETARIAL JOURNALISM DRAFTING CIVIL SERVICE
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DRAKES

NEW YORK, 28. 1530 6TH AVE. BROADWAY

FRANK L. HOGAN, Supt. of Work

ELIGIBLES!

If you have Asthma, Bronchitis, or Intestinal disorder symptoms, this is a new product, consisting of, fresh Garlic Juice and Wild Honey, with an after-taste. It makes you feel good!

HEALTH BRANDS

435 W 45TH STREET

N. Y.

CO. 5-8092

FRANCOIS of the BEVERLY

% of the Agents for the laughable price of

ABELY - WORKMEN'S COMPENSATION

You are invited to take part in the For New York State Life Agents

Write on this order to enjoy this exclusive offer

30 DOD: IO GIFTS 30

Transfer for Male Attendants

WILL BATTEL FOR CIVIL SERVICE EMPLOYEES

Charles L. Orsnein

Democratic Candidate for the City Council Borough of Manhattan

Will fight for Civil Service Employees

VOTE

CHARLES L. ORSTEIN

FOR JUSTICE OF THE SUPREME COURT

NEW YORK AND BRONX COUNTIES

REGULAR DEMOCRATIC CANDIDATE

Justice Cornelius J. SMYTH

Democratic

State Supreme Court Justice from Governor Herbert H. Lehman, recently appointed as the New York State Attorney General.

A former President of Law at LLoyd's and has been the author of numerous articles on civil procedure and conduct on the bench. He has written books and judges. He is recommended and endorsed for re-nomination.

"KEEP HIM ON THE BRANCH" - REMEMBERED BY LABOR

VOTE EVERY STAR ON ROW B
But the Horse Died

EVERYBODY knows the old story about the farmer who thought he would feed his horse a thimbleful of oats each day. The horse wouldn't miss such a small quantity of feed. But of course, in due time the poor animal died of starvation, and the farmer was so surprised!

In the same way, the American people are not likely to miss the loss of a little bit of democracy. But, of course, if you take a little bit off here and a little bit off there, that's a lot of democracy taken away. If you work for the government, you'll soon discover that, almost to a man, they oppose curtailment of the political activities of civil service employees. But what­ever your status - whether you are a top examiner of the City Commission, a safety expert in the railway mail service, a secretary, a United States comptroller, or a United States senator - you can't write a letter to a newspaper expressing your opinion upon a political subject.

You can't be in any way connected with a "partisan" newspaper. Who is a civilian? Who is a politician? You may not march in a political parade.

You may express an opinion in a political campaign, but very, very quietly.

Time the poor animal died of starvation, and the farmer was so surprised!

MEMBER, AUDIT BUREAU OF CIRCULATION

letters

The LEADER invites all readers to write in upon any Civil Service subject. Letters receive the careful attention of the editors. Those of general interest will be printed. Letters which appear in these columns may be answered by readers with other points of view. It is the intention of this department to be an open forum for people interested in civil service.

Higher-Paid Employees Want Pay Increase

Sirs: In the Municipal Civil Ser­vice, all employees are receiving a yearly increase of $120. To date they have received five incre­ments of at least $120, or a total of $600. Those above $2,400 have received nothing in that time. In some de­partments most of the employees getting over $2,400 have received no raises for 10, 15, 20 years. Except those getting over $4,000, the general feeling is that this time should be proper, fair and just.

A petition for an increase in the hands of the Fordham at En­trance now.

The Delicate Problem

Of U. S. Appointment

Sirs: Two articles in The LEADER were of particular inter­est to me: "Why wasn't I Appointed Governor - to Me?" and "Why Are They Forcing Me into a Particular Office?"

In regards to the first article, I believe the majority of us are not complaining as much as we should be, because we are all taking for granted that getting an appointment as we are about nothing, that the "rule of three" or certification. One might overlook not being named for an appoint­ment but not get a notice to appear at one of the agency hearings. I am afraid that some who have been in the Commission in turn passes the buck mum­bling softly: "We cannot do it, the various agencies. I for one do not know if the Commission has the power to change the present setup or if it is a legal arrangement. I feel some very drastic changes that would be beneficial to the appli­cants.

O. SCHAPKIN.

The LEADER is the only organ of the publica­tion of the problems pre­sented by Mr. Schapkin. Several articles have already appeared. More are coming.

Editor-in-Chief

A Test for Every Job?

Sirs: I read in the Civil Service LEADER "The Delicate Problem - Of U. S. Appointment". The test consists of a list of jobs and that one is chosen. I don't know if there is any way to determine the right one for me. I am kind of confused. 

Do you think that there is a right way to go about this?

The Editor.

Why They Are Forced to Quit

Sirs: I am a young man who has been working for a number of years. I work as a machinist and that an appropriate test shall be given for every job.

H. D. K. JOHNSON.

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Dear Commissioner Moses:

80 Centre Street,
Commissioner of Parks,

Hon. Robert Moses,

The Greater New York Park Commissioners have received reports from the various police and fire departments on the public's interest in the employment opportunities in the Park Department.

It is the contention of various public service personnel that some workable agreements can be reached with the Parks employees Association, Inc., to re-

The Civil Service Commission is at present considering the establishment of a procedure for the employment of personnel on a per annum basis for one hundred months of effort, increases were

There will be an outdoor program on Monday evening, November 3, at the Hotel Manhattan, 100 West 44th Street, and an outdoor program at the Cathedral of St. John the Divine on Tuesday evening, November 4.

Mention has been made of plans by the Civil Service Commission and the Greater New York Parks Commissioners for in-service training and continuation courses for employees of the Parks Department.

While there is a need for more personnel to staff these courses, the Parks Department will fully cooperate in this matter.

The borough in the City of New York in which you are located.

Sincerely yours,

William J. Jordan
Commissioner of Parks

P.O. Box 10

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William J. Jordan
Commissioner of Parks

P.O. Box 10
Flight Training

Flights begin every evening in flight training at the East Coast Flying Service at Kennedy Airport, South Jamaica, Long Island, at 8 p.m. unless otherwise announced. Flight training is given at the New York University College of Aviation under the direction of Capt. John C. Callison.

A new convenient payment plan is available to those interested in flight training. Those interested in flight training who are not already employed by New York University College of Aviation may apply to the office of the Flight Training Service for authorization to receive training on an installment basis. Flight training is given at the New York University College of Aviation under the direction of Capt. John C. Callison.

High School Offers Civil Service Courses

Courses in these civil service subjects are being given at the New York University College of Aviation under the direction of Capt. John C. Callison.

Civil Service Exam will be held this month.

Employees who are not already employed by New York University College of Aviation may apply to the office of the Flight Training Service for authorization to receive training on an installment basis.

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The answers follow below. The LEADER remitted the forms, The LEADER remitted the forms.

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CIVIL SERVICE LEADER

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Title | Department | Salary | P.T. | Last
---|---|---|---|---
Assistant Engineer, Gr. 4 | Water Supply | 3,120 | 979 | 2:15:44
Porter | Hospitals | 1,200 P | 3:12:43 | 1:20:15
Automobile Mechanic | Transportation | 800 | 77 | 4:25:13
Porter | Hospitals | 3,120 | 5,2 | 2:15:13
Lieutenant, N.D. (prom.) Police |  |  |  | 
Clerk, Gr. 2 (Higher Ed.) | Hunter College |  |  | 
Junior Administrator Ass't | Housing |  |  | 
Dockbuilder | Purchase |  |  | 
Clerk, Grade 2 (Female) | Purchase |  |  | 
Clerk, Grade 2 | Education |  |  | 
Clerk, Grade 2 (Male) | N.Y.C. Tunnel Authority |  |  | 
Auto Mechanic (app.) | Transportation |  |  | 
Climber and Pruner | Parks |  |  | 
Dental Hygienist | Health |  |  | 
Topographical Draftsman | Water Supply |  |  | 
Tax Counsel, Grade 4 | Law |  |  | 
Stenotypist, Grade 2 | N.Y.C. Tunnel Authority |  |  | 
Sanitation Man. Class A | Parks |  |  | 
Laboratory Helper (Women) | Education |  |  | 
Cotrolator | Transportation |  |  | 
Typist, Grade 1 | Various Depts | 900 | 1,200 | 6:25:15
Stenotypist and Typewriter | Water Supply |  |  | 
Section Stockman (clothing) | Welfare |  |  | 
Office Appliance Oper., Gr. 2 | Welfare |  |  | 
Sanitation Man. Class A | Transportation |  |  | 
Laundry Workers | Hospitals |  |  | 
Assistant Gardener | Parks |  |  | 
Stenographer | Water Supply |  |  | 

The highest numbers certified on New York City eligible lists for permanent, temporary or indefinite positions are shown in the third column. The fourth column shows whether the certificate was a permanent, temporary or indefinite certificate. The fifth column shows the position to which the candidate is appointed. Officers should remember that certificates do not necessarily mean appointment to every place nor always that there are vacancies.

**Reinstatement**

Even though you have been approved for a competitive examination and you have been appointed under provisions of the competitive examination regulations, your job will be waiting for you when you return to civilian life from military service. The Selective Service law provides that employees must receive reinstatement for their positions within sixty days of their return to civilian life. Government agencies, just as well as private employers, must obey this law.

The fact that you took a junior technician examination is to summer for appointment in defense agencies to New York City does not necessarily mean that you will receive a permanent or indefinite appointment. It is impossible to receive a professional (permanent) appointment abs, However, most appointments in the federal service today are made on a provisional indefinite basis for obvious reasons.

**Preferred List**

If there is no such list as a preferred list of former federal employees to be used for defense jobs for which no eligible list ex- lists. There is, however, a reappointment for defense employees to competitive for which the employee is qualified. In order to make this appointment, the department head must have the approval of the civil service commission.

**Bar Groups Support Justice Smith**

All the bar associations have united in support of Supreme Court Justice Cornelius J. Smith, who is in the First District post to which he was appointed by Governor Lehman early this year.

"Judge Smith enjoys general esteem by reason of high character, scholarly background, and judicial temperament," is what the Citizens Union has to say about him.

Educated at Union Preparatory, Fordham College and LaSalle, and Columbia Law School, Justice Smith is a native of New York. He served an Assistant United States Attorney for the Southern District, seated in New York, during his period from 1918-20.

Daniel E. Finn

Daniel E. Finn, Jr., who is running for re-election to the post of Sheriff in New York County, a position he has held since 1927, states that he has the support of many civil service groups.

Born in New York City, Sheriff Finn is a graduate of public and parochial schools, Columbia Grammar School, and Manhattan College.

**Your personal problems!**

Government service today is in the midst of the greatest changes in history. New problems have arisen—new rules сausing them, by outstanding Civil Service experts.

**HERE ARE SOME OF THE TITLES:**

- When the Defense Boom Is Over
- What are Your Chances for a Raise in 1942
- How the Government Investigates You
- Service or Security, or Both?
- Easiest Way to Get a Leave of Absence
- ABC of the Pension System
- When the War Is Over
- How Much Vacation Do You Get?
- You and Your Job—If War Comes
- Can You Work Outside Job?
- Your Civil Service Privileges—and Restrictions
- Getting a Transfer from One Dept. to Another
- How to Prepare for a Civil Service Exam
- How to Get a Leave of Absence

**Your issue each week by subscribing today**

- "You Can't Afford to Miss a Good Article. Pay Your Issue Each Week by Subscribing Today!"
- Remember, Civil Service Employees: The LEADER is YOUR PERSONAL NEWSPAPER

**SUBSCRIPTION DEPARTMENT**

CIVIL SERVICE LEADER
97 Dutch Street
New York City

Gentlemen: Please send me the CIVIL SERVICE LEADER every week for the term:

- Year, 1 envelope $2.
- 6 Months, 1 envelope $1.

Name: ____________ Address: ____________ City: ____________

*Please check if renewal*
Examination Requirements

City Tests
Open Competitive Examinations

Vacancies: 110. Applicants must be citizens and employees of the City of New York. A knowledge of English is necessary.

Requirements
1. Must meet age, citizenship and qualification requirements.
2. No applicant may be rejected for any deficiency, abnormality or disease.
3. Applicants must pass physical examination.
4. After examination, those unable to meet the standards will not be qualified.

Temporary and provisional employees of the City of New York will be considered when the standards are met.

How to Apply for a Test
1. By mail: Application forms can be obtained at the Department of Parks, 421 Lexington Avenue, and should be filed by November 26.
2. By personal visit: Application forms can be obtained at the Department of Parks, 421 Lexington Avenue, and should be filed by November 26.

THURSDAY, OCTOBER 4, 1941ged....

CIVIL SERVICE LEADER

FORMER

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THURSDAY, OCTOBER 4, 1941
Promotion Exams for Many
NYC Departments

Licenses for Master Electrician; $2,600; also senior, $3,200; junior, $2,000.
Applications will be rated as received until further notice.

Physicist (any specialized branch), $3,800; associate meteorologist, $3,200; and associate, $2,000. Applications will be rated as received until further notice.

Senior radio-sonde technician, $2,000. Applications will be rated as received until further notice.

Veteran communications operator (high speed radio equipment), $2,000.

Emmett State Practical Male Nurse. The Empire State Practical Male Nurse, Inc., will hold its annual dance and entertainment at the Audubon Ballrooms, 116 Second Avenue and Broadway, New York, at 9:30 p.m. on November 17.

VETERAN FIREMEN'S ASSOCIATION.

Next regular meeting of the executive committee will be held at Volunteer Firemen's Hall, 15124-14 Fifth Avenue, Brooklyn, at 8 p.m., November 25. December meeting has not been set.

Ellis Holds Up Final Report

The third and final part of the report of the Municipal Service Commission and President Paul J. Kern won't be out until late this week or possibly next, according to Mr. Ellis, who has been on the City Council investigating commission.

Though the final part was examined by the City Council, Mr. Kern said that the LEADER that he was taking his time over it because of the multitude of points. It is likely to run to a hundred or more pages.

x

One More Week
For Fire Credits

Some municipalities have obtained the extra credit on the second question of the Firemen's Book. The Credit Committee has obtained passing grades on the firemen's book in at least another week, according to Mr. Kern. The credit committee is the Civil Service Commission.

As the last weeks are finished, the list is expected to be released for publication. It will not be promulgated, however, until the expiration of the present list.

Start Preparing Now!

FOR

Motor Vehicle License Examiner

State Dept. of Taxation and Finance, Bureau of Motor Vehicles — Test Expected Early in 1942
Salaries Start at $2,100

Requirements: Five Years Driving Experience

Civil Service Leader Study Manual

More Than 500 Questions and Answers

27 Printed Pages • Full Free

CIVIL SERVICE LEADER
112 Front St., New York City

Kindsly send me a copy of your Civil Service Leader Study Manual for which I enclose $1 (refund, check, money order)

Name

Address
Real Estate Notes

BULLETIN BOARD

Tuesday, November 4, 1944

C IV IL S E RV IC E L E A D E R

FOR BANQUETS, LUNCHEONS, DANCES, TEA, MEETINGS, ETC.

Prime requests for the acquired success of our social or business function are proper setting and facilities.

Here at the Henry Hudson Hotel we have the choice of many attractive banquet rooms and party suites, each one furnished with a complete background for your event so as to suit your taste.

A complete description of our party facilities is available on request. You may phone Mr. Brown at Columbia 5-6644.

An attractive banquet room will be set aside in Ditchley Court, according to reports from Alhambra, pictures and photos to open a new person at Green Bay. The plan is to offer the best of both worlds. There will be no admission charge.

A serious housing shortage is about to arise in Dutchess County. Concerning the type of apartment or building that you will need, your service at all times and usual source of supply to suit your needs.

Ralph Varischio has over 1,000 furnishings, in all localities, all types, and all price ranges, to offer you at one call. Call or write 111-40 Levitt Boulevard, New York, N. Y. at 9 a. m. in St. Patrick's Cathedral. The new Levitt Boulevard House of men, 66 South Fourth Street, Fifteenth Street, and Madison Avenue.

A new house on Bridge Street, Greenwood Lake, N. Y., the ideal weekend vacation resort is George McKelton at 10 Irving Place, New York, will be held a big opening to your order at Furnace Brook.总是为第一个房子和真正的房子提供完美的背景。任何活动的成功都有助于其计划和无懈可击的成功。

Attention Civil Service Employees

Over 1,000 units of housing are available at the special price to be sold as lot as $3,500.00.

ATTENTION CIVIL SERVICE EMPLOYEES

Over 1,000 units of housing are available at the special price to be sold as lot as $3,500.00.

Furnace Brook

GREENWOOD LAKE, N. Y.

At least one builder, Hilton Terrace, will have a new house on easy terms from $1,750.00. Call for demonstration.

No miracles—only common sense...

Install It

We Sell No Fuel—We Save It

Cut Down Your Heating Bills

No broken driveway. No lawn damaging

48 Henry street. Brooklyn, N. Y.

New Heating; Plants Installed

No Down Payment—3 Years to Pay

Sole Distributors on

COKE

COAL

fuel oil

Est. 1907

CIVIL SERVICE LEADER

Tuesday, November 4, 1944

BARGAIN BUYS

For House and Home

Hardware

INSTALL IT YOURSELF!

Defective Heating Plants Corrected

Sections for all makes of boilers.

J. Russo Heating Corporation

No Down Payment—3 Years to Pay

33 West 104th Street, N. Y.

J. Russo

No Obligations or Coat to You

Perfect Plumbing

331 Third Avenue

Brooklyn, N. Y.

Plumbing and Heating

New-Way

Electric Sweater Cleaner

NEW-WAY

Electric Sweater Cleaning Service will thoroughly clean sweaters, coats, and similar articles.

J. Russo Heating Corporation

100 West 42nd Street, N. Y.

J. Russo

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For House and Home

Hardware

INSTALL IT YOURSELF!

Defective Heating Plants Corrected

Sections for all makes of boilers.

J. Russo Heating Corporation

No Down Payment—3 Years to Pay

33 West 104th Street, N. Y.

J. Russo

No Obligations or Coat to You

Perfect Plumbing

331 Third Avenue

Brooklyn, N. Y.

Plumbing and Heating

New-Way

Electric Sweater Cleaner

NEW-WAY

Electric Sweater Cleaning Service will thoroughly clean sweaters, coats, and similar articles.

J. Russo Heating Corporation

100 West 42nd Street, N. Y.

J. Russo

No Down Payment—3 Years to Pay

BARGAIN BUYS

For House and Home

Hardware

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Sections for all makes of boilers.

J. Russo Heating Corporation

No Down Payment—3 Years to Pay

33 West 104th Street, N. Y.
Bargain Buys For Leader Readers
By Bill BENNETT

About Furs
During the last few days, your reporter spent several pleasant moments on a farm near Elkins Park, Pennsylvania, known New York furrier, and be­ lieve me, the fur business, from animal to garment, proves most interesting. Mr. Baldwin has his own muskrat farm in which, which, which an area of 5,000 acres. The farm was started in 1930 and Mr. Baldwin, who has been trapping these animals for 8 years old, told us a little something about processing. The muskrats are first trapped, then skinned, stripped and dried. After being dressed, they are either mohair or mink dyed, or brown dyed. The muskrats are sought only in top season, which is the end of December and the begin­ ning of January, when the fur is at its height. Mr. Baldwin has his own muskrat farm in which, which, which an area of 5,000 acres. The farm was started in 1930 and Mr. Baldwin, who has been trapping these animals for 8 years old, told us a little something about processing. The muskrats are first trapped, then skin­ ned, stripped and dried. After being dressed, they are either mohair or mink dyed, or brown dyed. The muskrats are sought only in top season, which is the end of December and the begin­ ning of January, when the fur is at its height. Mr. Baldwin has his own muskrat farm in which, which, which an area of 5,000 acres. The farm was started in 1930 and Mr. Baldwin, who has been trapping these animals for 8 years old, told us a little something about processing. The muskrats are first trapped, then skin­ ned, stripped and dried. After being dressed, they are either mohair or mink dyed, or brown dyed.

Radio Service
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November 4, 1941

Test

Casey Robinson

Vacationing in New York

CASEY ROBINSON, Warner star, who has no credit for his credit card account, each of

Bolsa, is having a brief vacation. He will return to the city for the local premieres of "One Foot in Heaven," which is sched

Bros., New York for a brief vacat^n.

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New Motor Unit

Studies Job Duties

ALBANY—With the new financial responsibility law due to go into effect January 1, 1956, it is known that Tax Commissioner Mark Graves and his administrative bureau now in constant contact with the Civil Service Department in working out specifications for many new jobs to be filled in the Motor Financial Responsibility Bureau that will be set up within coming weeks.

While very little has yet been decided upon as to titles and specifications, it is known that the bureau, it can be told at this time, that two of the choicest titles will be those of "adjudicator" and "commissioner" and will be the molders for the new act. There probably will be at least 21 adjudicators appointed at least $15,000 employees are fingerprinted annually, and many of the new positions will be filled by promotions, transfers, and hirelings to competitive examinations. There will be a minimum of 300 appointments at the outset.

For the financial responsibility law to be fully effective, there must be a change in the financial status of the state. The New York City metropolitan area, which is sponsored by the Motor Vehicle Bureau, plus the Long Island counties, Weatherly, Sullivan, Delaware, and Rockland, as well as the five within New York City.

Jobs Pay Well

The adjudicator jobs likely will start at $250 and the evaluation officers at $2,000. But it is known that the many of the new positions will be filled by promotions, transfers, and hirelings to competitive examinations. There will be a minimum of 300 appointments at the outset.

The provisions for the financial responsibility law, as passed by the legislature, will be set up within coming weeks.

Future NYC Tests

The following examinations have been ordered by the Civil Service Commission but are not as yet open for application. As soon as further information is taken on any of these positions, the information will appear in The Leader.

Open Competitive Tests

Applications for appointment to the following positions will be accepted by the Department of Education, Department of Public Welfare, Office of the City Treasurer, Board of Education, Department of Public Works, Board of Water Supply, Harlem River Project, South Bronx, Board of Education.

Director of Education (Department of Public Welfare), Grade 3.
Inspector of Elevators, Grade 3.
Inspector of Food Safety.
Assistant Mechanical Engineer, Department of Public Works, Grade 1.
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