Applications Ready Monday

NEW N.Y.C. TESTS

The forthcoming series of exams will probably include many popular titles—among them tests for telephone operators, fingerprint technicians; promotion opportunities for clerks. See Page 3

U.S. GIVES INTERVIEWS FOR IMMEDIATE JOBS

An opportunity for you if you have specific occupation which Uncle Sam can use. See Page 2

These Bills Affect Your Future

A round-up of important legislation in Albany effecting every employee—City or State. See Page 6

BUSINESS TRAINING for WAR WORK

See Page 9

To Young Men

Study Course for Cop Exam

BEGINNING IN THIS ISSUE—This material, written by an authority, will help you to improve your grade on the forthcoming N. Y. City patrolman exam. See Page 17
CIVIL SERVICE LEADER

WASHINGTON — The bill that will give the Postmaster General authority to place the postal service on a 40-hour work week has passed Congress. Congressmen from single legislator spoke against it in either house of Congress. The President will sign the bill and New York postal employees will be placed on a 48-hour work week every eighth day, for a four-week period. The percentage of postal employees that have been delayed is only one out of 10 where the President will have the okay of the Board of Governors of the Postal Service is only 10 percent. As finally approved by Congress, and employees that are made in the basic pay of a postal employee who has earned $1,000, an additional 10 percent will be paid after another 5 years.

Training Bosses
WASHINGTON — Federal departments and agencies will be asked to begin training their superiors and administrators. The reason for these changes is an urgent situation. The U. S. Civil Service Commission will hire Dick Carlson, assistant director of Civil Administration.

Halt Appointment Of Army Experts
WASHINGTON — Wa. p Depart­ ment, which usually makes certain appointments to the Army Spe­ cialist Corps, is now being made at the rate of 1,500 a day. The department now has a backlog of more than 65,000 ap­ pointments. All of these appointments are in the academic field of computing.
CIVIL SERVICE LEADER

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bany.

CIVIL SERVICE IN NEW YORK CITY

THE LAW

Wicks Law Is Constitutional

Subject of various contention since its enactment, the Wicks law has emerged as a cornerstone of New York City's civil service system. The law, which mandates the Appellate Division last week. This decision, which conserves nearly all the privately-operated agencies, has been criticized for its out-of-court settlement, and been fought by the city. The court has now ruled in favor of the Wicks law, and has struck down the objections of the Appellate Division, which was previously opposed to the law.

Discipline With Protection

Any civil service employee would be permitted to defend himself in a hearing before a patron abiding in charges of misconduct or incompetence in office and from his department head, under a bill introduced in the State legislature.

Senator Daniel Gutman, of Brooklyn, who introduced the measure, pointed out this bill will enable any civil service applicant to be assisted by counsel of his own choice or others recommended by the Civil Service Commission.

At present, only veterans of the armed services may be represented by counsel at the hearing stage of the case.

Other workers may be haled to almost any hearing stage without protection of an attorney.

In the present procedure, there are vast differences in the departments, which have no handiness to the same extent as the State Civil Service Commission.

Senator Gutman feels that his bill will do away with these inconsistencies by setting up a uniform array of procedures for civil service hearings.

The recommendations of such employees who have been suspended, the report of the Civil Service Commission, and the findings of the patron, will be subjected to discipline in their departments.

Applications for New Series of City Exams Will Be Available on Monday, April 6

The Wicks Law is Constitutional

The Wicks law is being held to be constitutional under the decision of the Appellate Division last week. However, the privately-operated agencies have been fighting for their survival, and the city is facing a potential new battle. The city, in turn, is looking to the court to resolve the matter.

The court's decision will have a significant impact on the city's civil service system. The Wicks law, which mandates the Appellate Division to review all cases, has been under contention since its enactment. The decision will also determine the future of the privately-operated agencies, which have been fighting for their survival.

More Work for Fire Inspectors

The city's 250 building inspectors will have to pack more work into their normal working hours in order to check all violations of the building code. This is due to the increasing number of illegal structures, and the city's lack of resources to address the problem. The city is looking to increase the number of inspectors, and is considering the possibility of hiring more employees.
**LISTS**

**Many Jobs For Supermen**

For the second week in a row, an encouraging number of names were certified to various city departments for employment by the Civil Service Commission. The largest batch of names—977—was sent to the Board of Transportation for the important defense task of guarding upstate reservoirs. Watershed guards are paid $125 a month. The positions open are temporary. Beginning with eligible names 8,000 on the list, the eligibility certificate was extended to cover all the names on the list. The names of 150 eligibles within this group were given priority on the list for various reasons mentioned in the certificate. The Civil Service Commission does not notify eligibles when they are about to be rated for appointment. The department to which you were certified will notify you when you are about to be rated for appointment.

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<thead>
<tr>
<th>Department</th>
<th>Title</th>
<th>Salary</th>
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<tbody>
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**Appointments**

The largest batch of names—977—was sent to the Board of Transportation for the important defense task of guarding upstate reservoirs. Watershed guards are paid $125 a month. The positions open are temporary. Beginning with eligible names 8,000 on the list, the eligibility certificate was extended to cover all the names on the list. The names of 150 eligibles within this group were given priority on the list for various reasons mentioned in the certificate. The Civil Service Commission does not notify eligibles when they are about to be rated for appointment. The department to which you were certified will notify you when you are about to be rated for appointment.

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**IMPORTANT:** PLEASE READ THIS

The highest numbers certified on New York city eligible lists for positions in the Civil Service System are those of eligibles appointed to the various city agencies. This year, in December and January, the Department of Education certified the highest numbers of eligibles to various city departments for employment by the Civil Service Commission. The largest batch of names—977—was sent to the Board of Transportation for the important defense task of guarding upstate reservoirs. Watershed guards are paid $125 a month. The positions open are temporary. Beginning with eligible names 8,000 on the list, the eligibility certificate was extended to cover all the names on the list. The names of 150 eligibles within this group were given priority on the list for various reasons mentioned in the certificate. The Civil Service Commission does not notify eligibles when they are about to be rated for appointment. The department to which you were certified will notify you when you are about to be rated for appointment.

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**Spanish - Portuguese TRANSLATORS**

[...] Spanish and French are taught to English and French-speaking secretaries, bookkeepers, shorthand and typists. Translate to your advantage. [...]
Isaacs Asks City to Continue Pension Payments of Employees in Armistice Force

The Board of Estimate ought to send a "military-patriotic gesture" of keeping up a city employee's pension contributions "in order to maintain the morale of our city public service workers returning to their job he does not have to make up years of deficit. Moreover, the city can then be said to be retiring on time."

Mr. Isaacs had heard the city can fail to maintain the employment of those who had "given up their standing misfortune," Mr. Isaacs told the LEADER after introducing the measure. "Pension contributions to military personnel under the city's Civil Service Commission should be honored; the city should extend to those service workers a "military-patriotic gesture" of keeping up a city employee's pension contributions."

The LEADER has always been in support of the city's Civil Service Commission, which has been "making an effort to maintain the employment of those who have given up their standing misfortune," Mr. Isaacs told the LEADER after introducing the measure. "Pension contributions to military personnel under the city's Civil Service Commission should be honored; the city should extend to those service workers a "military-patriotic gesture" of keeping up a city employee's pension contributions.

Audit Manager Wanted—$3,000

Audit manager wanted.

From February 3 to February 14, the Civil Service Commission will conduct preliminary examinations for audi tor of the city's Civil Service Commission, at $3,000 a year, and senior accountant (methods), at $2,500 a year. The requirements for auditors included at least two years of experience in auditing, and at least one year of experience in accounting and auditing. The examinations will be held on Saturday, February 14, at 10 a.m. and 2 p.m.

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This Legislation May Vitally Affect Your Future

The legislative proposals now before the State Legislature may increase your personal income or your chances for promotion in employment in the State civil service system, or may alter the provisions for the retirement of civil service employees.

The responsible leaders of the State government have introduced this legislation in the hope that it may effectuate certain major changes in the civil service system. It may vastly affect your future, so keep your eyes open and see what is happening. This legislation may result in the raising of your salary or the provision of a new and greater pension. You may be entitled to a new pension, or your present pension may be increased.

It is the duty of every citizen to keep informed and to present any information which he may have to the proper authorities. It is also the duty of all citizens to be alert and to be ready to discuss any legislation which may affect their interests. This legislation may affect your future, and you should be prepared to discuss any questions which may arise.

The State is in a position to benefit from this legislation, and it is the duty of every citizen to support every measure which will benefit the State. It is the duty of every citizen to support any measure which will benefit the State, and to work for the enactment of such measures. The State is in a position to benefit from this legislation, and it is the duty of every citizen to support any measure which will benefit the State. It is the duty of every citizen to support any measure which will benefit the State, and to work for the enactment of such measures.

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</tr>
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<tr>
<td>T-New York</td>
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**Mental Hygiene Notes**

By JOHN F. MONTGOMERY

Up-to-date commentary of the eligible lists for hospital attendants for 1942, 1943, and 1944, are being announced to the public. The contracts and salaries for these positions are $5,000 and $5,500, respectively.

The candidates who had written the objections to the examination are notified in writing by the State Civil Service Commission. The examination was given in April, 1942.

**Tests in the Future**

The State law says that titles of positions above $5,000 are open to competitive examinations. During this period employees who have not been promoted to positions above $5,000 are entitled to competitive examinations. The following titles are now being advertised: nurse, assistant nurse, and assistant pharmacist.

The candidates who have written the objections to the examination are notified in writing by the State Civil Service Commission. The examination was given in April, 1942.
Conversion courses — training
men and women who have lost
their jobs through priorities —
are in full swing in the Board of
Education building at 110 Liv­
ingston Street, Brooklyn, it was
learned this week. To date, ap­
plicants are being absorbed in
unlimited numbers.

"The first thing an individual
out of work because of priorities
could do," a Board of Educa­
tion official told The LICADER,
"is to contact his nearest United
States Employment Service office.
The U. S. E. S. is at present
building a reserve list of appli­
cants. These people can, at a mo­
ment's call from us, be sent here
for training that will equip them
for positions in war industries."

Three Hours a Day
The course is three hours a day,
five days a week and lasts un­
til from 100 to 400 hours, de­
pending on an individual's adapt­
tivity.

Only women were originally tak­
ing the course but men have since
been enrolled. Now the prefer­
cence goes to men because employ­
eres have indicated an unwilling­
tness to hire women where they can get men instead.

Night Classes Available
Night courses have been begun
for those who expect to lose their
jobs in the near future. This is to enable
them to obtain a head start in
converting themselves.

Courses are offered in auto
mechanics, auto mechanics, auto­
tum engines, aviation instru­
tions, aviation sheet metal, blueprint read­
ing and sketching, cable splicing, worksheet, electric motors, foundry, foundry, heat treat­
ment of metals, industrial chemis­
try, inspection, instrumentation, machine shop practice, machine tool operation.

Also marine painting, marine
painting, machining, pattern making, radio, science, sheet metal, ship carp­
trey, ship rigging, ship steel work, steam engine theory, design, die making, train­
ing and welding.

Federal Committee to Probe Race Bias
In War Production Training Courses

As a result of numerous com­
plaints of widespread discrimina­
tion against Negroes, Jews, Cathol­
ces and other minority groups in
wartime training, U. S. Labor, Uproar
President's Committee on Fair
Employment Practice is now in-
vestigating the present policies
and practices in training for war work, Dr.
Malcolm S. MacLean, chairman
of the committee, announced tod­
ay.

At this point in the investigation,
the committee has called upon Dr.
John W. Studebaker, U. S. Com­
mmissioner of Education, to be present
and give evidence before the Senate
in Washington, to throw further
light on wartime training pro­
grams and to answer specific com­
plaints of Negroes and Jews made
against Federally-supported train­
ing projects. Dr. Studebaker was
asked to bring with him "such
material as is available, evidence in
Education as are directly con­
cerned with defense training pro­
grams."

"There are two matters of im­
portance to review at this meet­
ing," Dr. MacLean wrote to Dr.
Studebaker. "The first is the
complaint of discrimination in violation of the President's Execu­
tive Order 8802 in defense train­
ing projects under your jurisdic­
tion, and the second is to inquire from you and your officers as to the en­
forcement of the Office of Educa­
tion, itself, in compliance with the President's memorandum of September 3, 1941, for heads of all depart­
ments, . . . requesting that you make a thorough examination of your personnel, policies, and
practices to the end that you
might be able to assure him that
in the Federal service the doors
are not closed to individuals of
loyal and qualified workers re­
cognized of creed, race, or na­
tional origin."

New U. S. Tests
Federal tests opened last week:
Electrical inspector, $4,000 to
$5,000. (Announcement No. 218).
Instructor, $1,800 to $2,000. (Announcement No. 780).
Instructor, Air Corps Technical
School, U. S. Army, and Aviation
Service Schools, U. S. Navy, $1,400
to $2,000. (Applications should be
made to Mr. T. R. G. White, Secretary
of the Board of U. S. Civil
Service Ex­
aminers, Chambers Field, Ronns, Mississippi.)
Physician, $2,600 to $5,000.
Aircraft sheet metal worker, $1,800 to $2,800. Last day to file
on this test is April 1.

Except where otherwise indi­
cated, applications are available at
the offices of the U. S. Civil
Service Commission, 441 Washing­
ton Street, New York City.

Latest on The
LEADER Essay Contest
Papers submitted in the LEADER 8 prize essay contest on the subject: "What I Can
Do to Help in the Battle of Production" were being read last week by various judges in
the process of selecting the winners. It had already reduced the num­
ber of papers to less than 200
of almost 2,000 originally sent in.

Final choice will be made by
a committee of judges consult­
ing of Lieutenant Governor
Charles Pollock, Richard C.
Brooklck, New York State Di­
rector of the United States
Employment Service, and Tom
McCoy, chief editorial writer of
the New York Mirror.

As soon as the judges have
completed their choices, the
writers of the prize-winning essays will be notified and ar­
rangements made for the presen­
tation of the prize scholar­
ships. Prize institutes of
scholarships at Accounting Ma­
chine Institute, Dalhousie Uni­
versity, Eron Business and Eron Preparatory School, Man­
hattan Technical Institute and New York Drafting Institute.
Test Questions Should Be Released!

A MONG the many candidates who have participated in the recent State examination for motor vehicle license examiner, there is resentment. The objection made is that the test - as it is admitted by almost all that it was a good test. The candidates feel, however, that they should have had an opportunity to know the type of questions which would be asked in their examination.

They feel that no mechanism for the construction of perfect tests, where one deals with words, differences are possible.

The Mayor of New York City, has long been the practice to release test questions to those who take exams. Then, when the key answers are made public, it is possible to take the test and make sure that all the very question papers which may differ with examiners on the interpretation of test questions aren't about the quality of the test — it is admitted that present State examiners have worked satisfactorily; and many times, after protests of candidates, the question papers were altered, moved, thrown out questions, or changed the original key answer. This, in our opinion, is a healthy way of doing things.

Frankly, we don't think the State Civil Service Commission has a right to ask any kind of a case for refusing to release test questions. It seems to us that the State Commission has been derelict in its duty of revising its practice in this matter.

Letters

Pay Raises for State Employees

Sirs: I have followed with interest the articles you have printed most recently on the subject of pay raises for low-paid State employees, and I was quite surprised to read the statement made by State Employees' Union of New York City, last week, that the New York State Pay Surtax is a de facto tax against New York State Workers. This organization, as its members themselves admit, consists of a large number of State workers. How can you adopt such a viewpoint and agree to fetch pay raises.

We are not specialists, we are not philanthropists. Many of us are trying to make a living for our families. For a year, we have seen the cost of living increase from 15 to 20 per cent. A rise of ten per cent could make the difference between life and death for many of us.

The State is paying a much heavier burden. A rise of ten per cent could mean the difference between giving back to its employees what they have earned or not. The State, as a public service, and you can certainly agree, thereby to forego pay raises.

We are not against pay raises, we are for more pay raises, but we are against any form of pay increases which would be paid out of the funds realized by such increases. The fact that present State finances will permit the release of this pay raise for both purposes during the coming year seems to us a cause for rejoicing. Yet, it is very useful to me, particularly the family, and we are the same that many a person's hour of clearer thought in the still of the night.

We are sure you are right.

Your Surtax

Sirs: I have enjoyed and profited by your paper. The attitude is a very enlightening and compact one.

As I am sure you are right.

Your paper is independent.

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Office Practice

PART II: COMMUNICATIONS

The Seventeenth of a Series of Articles on Proper Preparation for Civil Service Examinations

By Gertrude B. Shavin, B.S., M.A. and Alvin Shavin, B.A., M.A.

Civil service candidates are required to be familiar with the rules and regulations that pertain to a variety of means of communication in modern methods of conducting business. These communication methods include the knowledge and use of the telephone, telegraph, radiogram, and telegram. These forms of communication are invaluable in the day-to-day operations of all business and governmental offices.

1. THE USE OF THE TELEPHONE

1a. Long Distance Calls: These calls are made outside of the local community and are charged based on the distance traveled, the length of the call, and the time of day or night. Callers must be aware of the rates for long distance calls and ensure they have the appropriate funds to cover the charges.

1b. Stadium-to-Stadium Calls: These are long distance telephone calls made between two stadiums. There are specific rates and procedures for stadium-to-stadium calls. If the person is not sure of the rate, the charge is made by the person calling and is charged in the manner prescribed by the institution.

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3. Appointments: Appointments are made to reserve a time for a call. There are specific rates and procedures for appointment calls. If the person is not sure of the rate, the charge is made by the person calling and is charged in the manner prescribed by the institution.

4. Private Branch Exchange: A P.B.X. board is installed by many organizations to control the use of telephones. Each person using the telephone must be familiar with the rules and procedures for using the P.B.X. board.

5. Radiograms: Radiograms are wireless messages that are sent by radio, rather than by wire. There are specific rates and procedures for radiogram messages. If the person is not sure of the rate, the charge is made by the person calling and is charged in the manner prescribed by the institution.

6. Cablegram Services: Messenger services may be required on long distance calls of over 20 cents if the party receiving the call gives his consent.

7. Telegraph Communication

A. Definitions

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5. Methods of Constructing Telegraphs:

B. Telegraph Communication

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Examination Requirements

How to Apply for a Test

For City Jobs: Obtain applications at 94 Duane Street, New York City, (8 A.M. to 5 P.M.), or write for blank application to Municipal Civil Service Commission at 61 Washington Street, New York City. For County Jobs: Obtain applications from Examinations Division, State Civil Service Department, Albany, N. Y. Enclose 6 cents. For Federal Jobs: Obtain applications from U. S. Civil Service Commissioners. For City Jobs; Obtain applications at 96 Duane Street, New York City. For Federal Jobs: Obtain applications from U. S. Civil Service Commissioners.

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Applicants for State jobs must have been residents of New York City for three years immediately preceding appointment. Applicants for State jobs must have been New York State residents for one year.

U. S. Tests

Persons appointed from these or other examinations subsequent to March 15, 1942, will be given "War Service Assignments" and will not thereby acquire a classified (competitive) civil service status. The declared duty on the war and, in no case, will extend more than six months beyond the end of the war. Applications for the following positions will be received at the places indicated below until the needs of the service have been met.

- Chief Engineer, Bureau of Naval Ordnance District.
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CIVIL SERVICE LEADER

A Government Job Is Waiting for You!

Read this story completely. It may be a turning point in your life.

Today, there are more civil service jobs open than at any time in the history of civil service. These jobs cover more occupations than ever before. It's easier to get into government service today than it was a year ago. . . Magnificent Training opportunities for persons who wish to prepare to enter defense industry may be yours for the taking.

WE WILL HELP YOU FIND THE JOB OR THE TRAINING THAT BEST SUITS YOU!

And this service is absolutely FREE to you with a regular $2 subscription to THE LEADER.

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

1. A PERSONAL INTERVIEW

A detailed record of your training, experience, and abilities is kept in our files. 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, and grants and scholarships.

This Unique Job-Finding Service Is FREE

with a regular subscription to The LEADER. Your subscription registers you, and you get the service immediately.

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, your quality, 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 possible, after studying the job. Permits for eligible and employed, we answer questions existing in lists, transfers, promotions, etc.

REMEMBER: Unless you know when to apply, and for what, you are grooping in the dark. Let us guide you toward that civil service job by telling you whether or not you are eligible.

Don't Miss an Opportunity Which May Exist Today

Mail This Coupon Now

Mail This Coupon Now

[CONTINUED ON PAGE FIFTEEN]
POLICE CALLS

By MIKE SULLIVAN

City to Appeal
Back-Pay Case

Each week, you receive a letter from a young policeman, worded as follows:

"Do you know that every Police man under 2 years boys The LEADER has his pay called out. Do you know that you have all 30 days to file a grievance? About 6 or 7 times a year the Commissioners state the difference that Justice Co- hanks had ruled in favor of us. You reported that the city had not yet appealed the case. Since then you have not told us the hearing was lost, or did not get from the city the appeal is in case?

If it did appeal, how is it going, and where is it now?

If it did not appeal, how's chance for getting the money owed there.

The policeman's letter was most timely. At noon, on Thursday, March 26 the city served a notice of appeal on James H. Tully, attorney for the young policeman in the Board of Review and back-pay case. The case will go to the Appellate Division, First Depart- ment, Manhattan.

When an appeal takes 30 days, I turn to a point of the order.

IF YOU FILED FOR CONDUCTOR

You want the pay, or the bill payable to 
Don't let the bill die in committee? Fill out the coupon below, paste on a postcard, and mail to your assemblyman, State Assembly, Albany, N. Y. If you wish, pay to the order to The LEADER and we'll send it along. Do it now!

PAY-Raise Resolution

Counslel Meyer Goldberg introduced the pay-increase resolution at last Tuesday's meeting of the Council. The resolution, referred to the Committee on State legisl- ation, called for the Legislature to pass the Cree referendum bill.

Meanwhile, the boys are really going to see a new postcard. If you haven't sent yours up to the back-pay, we can get your friends to do the same thing, Huangfar, and we won't be a member of the Police. I'll be happy to write a letter to an assemblyman. Al ready one postcard, and we hope this answers your ques-

Welfare News

Chitteratter

Bel Chief of the Mail Room is now a member of Uncle Sam's fighting forces. . . Uncle Sam's fighting forces. . . the Chief of the Mail Room, too, ever this week, but this time, he joined the New York Division is the period the day of a battle plan. . . Mrs. George Young, supervisor in Medfield and Monday, got a trip to a vacation in New York. . . Herbert M. ensor, supervisor in Peoria, went from a vacation in Atlantic City. Can it be true that the postcard, and the free ways are there. . .

BULLETIN BOARD

Assistant Case Supervisors

Assistant Case Supervisors of the Civil Service Commission, stating that the Commission is "in about its present condition," the Special Case Committee for the designation of the boys from the family in the State of New York, was asked to find out who was there. . . Maybe, he though the President was a little more talking, we want to find out. . .

The postcard of the Police Department has infor- nated us that in the latest batch of the police, there were Three Murphys, Three Cobens;

Two Boys Named Jones

and two more than we expected.

DOMESTIC RELATIONS COURT EMPLOYEES

Clarks, bookkeepers, mailmen, etc., have not yet a bill. The Court of Referees joined with judges of the Brooklyn Domestic Relations Court in holding a Victory Party last Friday. The Court of the Brooklyn Domestic Relations Court in holding a Victory Party last Friday. The Court of the Brooklyn Domestic Relations Court in holding a Victory Party last Friday. The Court of the Brooklyn Domestic Relations Court in holding a Victory Party last Friday. The Court of the Brooklyn Domestic Relations Court in holding a Victory Party last Friday.

MOTOR VEHICLE LICENSE EXAMINERS

First meeting of the Motor Vehicle Licensing Examiners Association, consisting of all those who took the regular State test, as scheduled to be held on Thursday evening, April 8, 8 p.m., at the Board School, 7 East 13th Street. If you're one of those who participated in the exam, you're invited.

PRISON GUARD ELIGIBLES

The State prison guard eligibles will meet in an assembly at 10 a.m. at the Rine House, 46 Henry Street, Brooklyn, New York, 7 East 13th Street. If you're one of those who participated in the exam, you're invited.

NAME

ADDRESS

POLICE AND FIREMEN

If you want the pay, or the bill payable to 
Don't let the bill die in committee? Fill out the coupon below, paste on a postcard, and mail to your assemblyman, State Assembly, Albany, N. Y. If you wish, pay to the order to The LEADER, and we'll send it along. Do it now!

Dear Sir: I urge you to do everything in your power to help pass Assembly Introductory Bills 1128 and 1306. These bills provide a necessary increase in the salaries of police and firemen to help offset the rapidly rising cost of living.

NAME ________________________________

ADDRESS ______________________________

Buy The LEADER every Tuesday.
CLASSIFIED ADVERTISEMENTS

(Quarterly: 46c for each word. Minimum 1 line. Copy must be submitted one week before publication.)

Trackman Test
April 16
Trackman candidates, attention! If you have not received your letter of appointment from the New York State Civil Service Commission, it is your responsibility to have it mailed to you. You must respond to the examination notice as soon as possible to secure your place in the examination. Failure to do so may result in your disqualification. All candidates must report to the designated test site on the date specified.

Marshall Speaks on Civil Service

The civil service reform movement has come a long way since its inception in 1872. Today, it is a cornerstone of our democracy, ensuring that government jobs are awarded on the basis of merit, not political patronage. The New York State Civil Service Commission, led by Commissioner John Marshall, is committed to upholding this principle. In his speech, Marshall emphasized the importance of maintaining a merit system in government to ensure fairness and efficiency.

State Tests

State tests are a crucial part of the civil service examination process. They are designed to assess candidates' knowledge and skills in areas relevant to their prospective positions. The tests are administered by the State Department of Education and are open to all qualified applicants. Passing the state tests is a requirement for employment in most state positions.

THE LEADER

DOUBLE-BARREL PREPARATION FOR PATROLMAN CANDIDATES

FOR THE WRITTEN

"Home Study Guide for Patrolman" by Lieutenant Bertrand P. Wray, New York City Police Department

AND

Eugene B. Schwartz, Esq.

Civil Service Author and Lecturer

444 Printed Pages

$1.50

Multiple Choice Questions, Rules and Regulations, Police Methods and Criminal Law, Government, Mathematics.

Bought individually, the two books cost $2.50. Each set is less. Call The LEADER BUYER or come to our offices.

Details Incomplete For War Training

The War Department and the New York City Police Department are working on a plan to train police officers for war service. The Department has not yet released details about the training program. It is expected that the program will be comprehensive, covering areas such as combat tactics, physical fitness, and communication skills.

'Home Training for Civil Service Physical Exams.'

By Francis P. Wall

"Home Training for Civil Service Physical Exams" is a helpful guide for those preparing for the civil service physical examination. The book includes tips and strategies for improving physical fitness, as well as sample questions and answers from past examinations. It is available now at our offices.

The Chapters


Use this coupon —

Cemeteries

BEAUTIFUL JEWISH MEMORIAL PARK—15 acres, 300 foot front. 89 different styles. 200 foot drives. Beautiful grounds. Entrance, River St., Brooklyn.

Ceramics

NJACAGINE BEAUTY SHOP. 301 Broadway, Brooklyn. Tel. 4-1123, 4-1124.
Superman in Big Powwow

CIVIL SERVICE LEADER

Page Sixteen

Haven Avenue, 227

Corner West 177th St.

High-class apartment house with high-speed elevator; overcoating Houda e. a. a. a. a. large, bright, airy rooms, off foyer, Venetian blinds, heat supplied. Convenient for shopping; 1-7 R o o m  A p t s .

2 Rooms........$62

4 Rooms........$66

FREDERICK K. FLynn, Inc.

213 East 119th Street

$5 from $65-$72

Plimpson Avenue, 1430

High-class elevator apart-

ments; all modern conven-

tions; spacious rooms all

4 Rooms . . . from $56

5 Rooms from $65 Up

Apply on Premises

Jfume 6-6513

BEAUTIFUL SUBURBAN FLUSHING

30 Minutes to Times Square

A COMPLETE LISTING OF ALL

1-7 Room Apts.

Duplex Apts.

One Families

Furnished and Unfurnished

THE NEW

THOMAS JEFFERSON

215 West 101st Street (at Broadway)

City United States

Civic Accounts to Civil Service in a

P b l e x. Furnished, space, position.

No Commission. Send for detail.

Marcus L. Schoenberg, 

Are. Selling Agente.

Apartment House

From $650 Weekly

VILLAGE REALTY SERVICE

18% WEST 6 ST. (in the heart of Greenwich Village)

BEAUTIFUL FURNISHED & UNFURNISHED APTS.

$35.00 and up

OPEN EVERY EVENING "NEST & COOK"

INDIVIDUALIZED SERVICE

Tuesday, March 19, 19-

"backtracking on the present pay issue."

Commissioner John Haley, who refused to comment on the offer last week, said in his department it made no difference in the number of applicants.

"The Civil Service Commission has not changed its position," he said. "We are still going to have an examination for all applicants regardless of salary."
CIVIL SERVICE LEADER

The material which follows is the first in a series of questions which may be asked on the New York City test for Patrolman. These questions have been prepared exclusively for the New York City civil service examination and are made up from material particularly related to the principal factors which are expected to be tested on the next examination for Patrolmen. Although this material makes no express reference to the New York City test, it is the opinion of the authors that it should be of great service in the preparation for that examination. The plan of this study series is to cover each phase of the service examination. In the questions which follow, read the paragraphs and indicate at the right of each question the one of the five provided which is most nearly in accord with the facts outlined in each case.

Question 1

"A person who is not criminally liable for the criminal actions of his agent cannot be held responsible for the criminal acts of his agent. In this connection it is necessary to permit the agent to commit the act in question, but if the employment is unlawful in itself, the person committing the act is guilty of the acts of his agent within the course of the unlawful enterprise."

According to this paragraph, it follows logically that (a) an employer may not be held criminally liable of his agent's crime unless he be implicated in the commission of the crime by permitting the agent to commit the act. This is true, but it does not mean that the agent commits the act while under the employment of the enterprise. However, if the employment is unlawful in itself, the person committing the act is guilty of the acts of his agent within the course of the unlawful enterprise.

Question 2

"Private citizens are authorized to make an arrest in certain circumstances. Cases where they have actual knowledge that a felony has been committed and that the arrest of an individual upon suspicion of the same crime is reasonably certain to result in the discovery of the actual offender are cases where an arrest of a private citizen will result in the arrest of the actual offender. In these cases, a private citizen may arrest a man if his actual knowledge of the felony has been committed and a private citizen is absolutely certain that the person arrested is guilty of a felony. Their cause for the arrest is the same as that of a private citizen."

According to this information, it is most logical to conclude that (a) a private citizen making an arrest must have actual knowledge that a crime had been committed, would be acting within his rights, and that such a private citizen is absolutely certain of the person arrested for we know a former is criminally liable.


LEADING SHOWS OF THE WEEK

MUSICAL

Featuring Hank Sylverman's Orchestra and Vocalists

Monday Through Saturday

10:00 A.M.—Musicalaramas
11:45 A.M.—Sing and Swing (excl. Sat.)
1:00 P.M.—On the Beat (Sat. only)
3:30 P.M.—Syndale
7:45 P.M.—Winstonistralistants

SPORTS

Don Dunphy, Popular Sportscaster

Keeps Sports Fans Posted on Latest Events

7:45 P.M.—Friday—Sports—Personalities
11:15 P.M.—Saturday—Between Rounds

6:15 P.M.—Monday Through Saturday—Sports News

NEWS

6:15 A.M.—Tuesday, Wednesday and Thursday

Civil Service Leader News

11:45 A.M.—Jo Ranan—Travel News (Sat. only)
1:00 P.M.—Copydeak—Monday Through Friday

Newspaper Commentaries—Maurice DeCoe & Franke Engle

Book Reviewers—Charles A. Wagner (Monday)
8:30 P.M.—Wavering Bookshop—Monday Through Saturday.
6:30 P.M.—Selwyn James (Sundays only)

Scheduled Newcasts—Monday Through Saturday

9:00 A.M.—12 Noon, 2:15, 4:30, and 7:30 P.M.

News Bulletins Broadcast Throughout the Day as Received

STUDY for DEFENSE!

AIR RAID PRECAUTIONS

Air Raid Precautions

Air Raid Defense

Elmira's Mathematics for Engineers

Production Engineering—Jigging

The Home Guard Training Manual

Chemical Warfare

Jigs, Tools, and Fixtures

Gears and Gear Cutting

Plaster Modelling

The Engineer's Manual

Civil Defense

Aircraft Mechanics

Aircraft Sheet Metal Work

Elementary Aerodynamics

Provisional Aircraft Design

Mechanical Drawing

Aircraft Maintenance

Practical Math of Aviation

Aircraft Maintenance

Auto Guide

Blueprint Reading

Carpenters and Builders

Diesel Engine Testing—Mail Order

Electrical Dictionary

Hand Tool Praxity

Machine and Toolmaker

Math and Calculations

Mechanical Drafting Book

Millwright & Mechanics

New Marine Engineers Guide

Plumber's Guide

Practical Engineering

Shipfitter Handbook

Welders Guide

Answer Book

Hawkin's Mechanical Engineering Dictionary

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1000 "On Your Dial"
HOW TO BLACK OUT WINDOWS
and still enjoy normal lighting

1. Cut two sticks of wood (about 1 inch x 1 inch) into lengths each 20 inches wider than the window to be covered.

2. Drill a small hole 1 inch from both ends of each stick.

3. Cut a piece of blackout material which is at least 16 inches wider and 24 inches longer than the window to be covered.

4. Wrap one end of the material around one of the sticks and fasten to the stick with tacks; wrap the other end of the material around the other stick and fasten with tacks.

5. Cut two pieces of cord, each 18 inches longer than the sticks of wood.

6. Push the ends of the cord through the holes in the stick and tie a knot in each end so that there will be a distance of approximately 3 inches between the stick and the cord when the center of the cord is held taut. Fix the second cord in the other stick in the same manner.

7. The blackout screen is now completed. Hang this screen by the top cord on a nail, screw or picture hook, so that the screen is centered over the window and approximately 8 inches above the window; and make taut at bottom by fastening the bottom cord over a nail or screw.

For the sake of morale, it is important to keep your home cheerfully lighted under blackout restrictions. Comfortable conditions at home will help to keep production moving in factories and shops.

This can be done only if adequate provision is made for blacking out windows effectively so that no glimmer or glint is visible to the outside. The above method—one of several recommended for this purpose—is simple, inexpensive, and fully effective if instructions are followed. After completing the screen, test it yourself by turning on all lights and observing it from outdoors.

Demonstrations in any of our showrooms will be glad to show you how the screen is prepared and to answer your questions.

Mayor LaGuardia, Chairman of New York City Defense Council, said . . .

COOPERATE . . . DO YOUR PART

During a blackout everything must be kept going—at home—at work—at places of recreation. Make the necessary preparations so that no lights will be visible from the outside if blackout is necessary. . . . It is not intended that you should remain in the dark—that's depressing—and it isn't good for the children. So keep your home cheerful—keep the light going.