U.S. CALLS FOR
PRISON GUARDS
PAYS $35 A WEEK
Men 25 to 58, No Experience Needed
See Page 20

Government
Listing Employees
For Draft Deferment
See Page 18

Want Farm Work
For the Summer?
Here's Your Chance
See Page 9

JOB OPPORTUNITIES FOR WOMEN
See Page 9
WASHINGTON—The pay raise drive is still having its ups and downs.

There's lacking and filling and no progress appears on the surface. But this can't go on for ever, and we shall see before too long the scenes and something is bound to break soon. Here's the picture:

1. Administration forces and leaders of the many groups opposed to the overtime plan got together a few days ago and it was thought that a compromise plan had been agreed to. The crux of the "must-lose" clause was eliminated, a fun of 10 percent increase would be guaranteed all workers, and the minimum wage was increased to $1,500.

The Administration's overtime principle would be retained in the bill, and by a reduction in the minimum wage, the overtime pay increase was reduced to $1,440 per year.

Confusion reigns, on general pay raise legislation. As it is just about impossible to get the Senate to pass a bill, if the House passes it, and the Senate doesn't pass it, then the President's veto would be inevitable.

2. The Senate Commerce Committee, on which the Administration leadership holds, has issued a "notice" that it will approve the House Civil Service Committee's recommendation for the purpose of all workers under $1,200 a year. The Senate has not yet acted on the General Bill.

Postal Workers' Strike

Washington observers believe the postal employees' overtime plan got together, but the Senate Commerce Committee's principle will be retained in the Senate bill. If the overtime amounted to $1,200 a year, it would give at least a one-year raise to every other Federal employee, and the Senate would also pass overtime if the Senate passes the Senate bill.

The House Rules Committee last week voted to agree to the House's legislation, but the Senate action before July 1 is now anticipated.

This bill would raise the salaries of guards from $1,200 to $1,500; it would give at least a one-year raise to every other employee who has not less than four years service.

The Administration has pleaded for enactment of the overtime bill. It is just about impossible to secure a two-year pay raise bill, even months before anything is due for the other employees, and the Senate is not expected to pass it.

Protest against the overtime plan continues. As it is just about impossible to get the Senate to pass a bill, if the House passes it, the Senate doesn't pass it, then the President's veto would be inevitable.

3. The present overtime legislation to the Senate and the House is carried. If the President vetoes the bill, he would veto a bill that would give the Navy pay power to pay overtime to all Navy employees who now get it.

Progress on Minimum Pay

Nevertheless, progress has been made on another pay raise front. The minimum pay measure has reached the Senate in the Federal service, and the House will vote on it. The Senate and the House will vote on it. The minimum pay provision is just every employee, and the President will veto a bill that would give the Navy pay power to pay overtime to all Navy employees who now get it.

Minimum Pay Measure Likely to Pass; Confusion Reigns On General Pay Raise

The United States Civil Service Commission modified today the requirements for four types of scientific positions, in an effort to secure additional qualified personnel for civil service work in Federal Departments and agencies. As a result of this move, the Department of State and the Department of the Army, among others, have been able to attract additional qualified personnel for these two fields. Most of these positions involve in the Federal service, and the President will veto a bill that would give the Navy pay power to pay overtime to all Navy employees who now get it.

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City Agencies Being Quietly Streamlined

(Exclusive)

Quiedy, with little fuss, and with an eye toward streamlining of streamlining the City's depart-
ments, is proceeding, under the very quiet leadership of Financial Officer Michael \(1+\). The Budget Director's quiet revolution has been a wise and el-\( \text{volved megalith of the budget.} \)

During the past few weeks--the last 12 months, to be more precise--the Committee on the Simplification of Procedures has been laboring in the way of de-
creasing costs on telephone calls. Also, it has been looking into the question of using old and surplus office equipment or disposing of it in another manner.

The Committee is trying to get the various city departments to use as little equipment as possible. It is also trying to get the city employees to use old and surplus equipment or give it away to someone who really needs the equipment.

The Committee has been working on the question of surplus furniture and vehicles. It has been trying to get the various city departments to use them. It has also been trying to get the city employees to use old and surplus equipment or give it away to someone who really needs the equipment.

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CIVIL SERVICE LEADER

COP PHYSICAL TEST IS POSTPONED ONE WEEK

The physical examination for patrolmen is now scheduled to start on Tuesday, June 20, instead of Monday, May 29, as announced by Lt. Col. Dominick Lupario, director of the physical and medical examinations at the Civil Service Commission, this week. The change was made in order to get through with the physical examinations as quickly as possible. The medical examiners are expected to get finished with the physical examinations on employees Monday, July 24, and begin the written test the following day.

Park Employment

Meanwhile, Police Department officials have informed The Leader that the equipment aside for the training of patrolmen candidates is now available. The equipment is used in the training departments as a guide for the training of recruits.

The Leader obtained a statement from Capt. John Macdonald, Chief of Police, stating that the equipment is now available to the Police Department. The equipment is used in the training departments as a guide for the training of recruits.

Your Chances for Appointment

The Civil Service Commission does not notify eligibles when they are appointed. If your number is lower than the number reached on your list, you will be notified. However, if you know of any change in your position, you will be notified when you are appointed.

Title

Department

Salary

Police

1,200

Firemen

1,200

Patrolmen

1,200

Policewomen

1,200

Taxi Drivers

1,200

Street Cleaners

1,200

Do not bombard this office with requests for appointments.

LEADER: Thanks for your understanding. It is not easy to find qualified candidates for these positions. We appreciate your help in finding more candidates.

The Leader: We appreciate your help in finding more candidates. We are trying to fill these positions quickly, and we need more candidates who are qualified.

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Commission Denies
Subway Title Appeals

The first 33 of 600 appeals for reclassification made by em-
ployees of the Board of Transpor-
tation were denied by the newly-
established Transit Review Commit-
tee of the Civil Service Commis-
ion after evidence submitted at the first hearing of the commit-
tee. The denial of the sub-
way employees' appeals was re-
prieved by the Civil Service Com-
misson at its last meeting.
The committee heard a total of 33 appeals. No decision was passed on two employees, Anna M. Cerny and Henry 
L. Keeler, grades 1 clerks, although they had appealed from the grade 2 list. They were not heard.
The committee passed on several other employees, including 
Drew Mizov, Thomas F. Wrynn, 
Archibald Johnson, and George E. 
Montgomery, grades 1 clerks.
The committee also passed on 
Anna M. Driesse, Ruth M. Bacher, Clinton 
N. M. B. Chee, and John 
Johannes, Leonard V. Parisi, Mar-
co Nadler, Robert A. Lonegan, John 
W. Chazzette, Thomas J. Lehman, 
Michael J. Sullivan, Ernest L. Pow-
er, grades 2 clerks.

Subway Helpers
To Transit Jobs

Eighty-two eligibles on the 
maintenance helper's list, grade A list, were certified by the Civil Serv-
ence Commission to the Board of 
Transportation to replace 25 
employees in military service. The appointments will be made on a 
temporary basis at the usual sal-
ary of $5.50 per hour. The highest 
eligible reached was the list 
who stands number 1,094 on the list.

Worx Revoke
Accountant Lists

The authorization list for the assistant accountant in city departments 
was revoked. The employees 
themselves were not provid-
ed with an opportunity to 
raise objections to the revocation.

Patrolman
Conductor Grade 2

The examination for the con-
ductor grade 2 will be held Wed-
tuesday, June 30, at 8:30 p.m. 
Tuesday and Friday thereafter at same hour.

P A T R O L M A N
Complete Physical
Training as Technicians

The request to have the promul-
gation of the new list revoked 
was approved by the Civil Serv-
tation Department at 8 a.m. 
Tuesday, June 30. The request 
was made by two eligible on the 
list. The request was approved by 
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CIVIL SERVICE LEADER
Tuesday, June 30, 1942

‘Gyp’ Salesmen Victimize Sanitation Workers, Many Salaries Garnished

(Exclusive)

At many meetings of the Department of Sanitation it was revealed that a number of salaries had been altered. The transactions were handled by means of a fictitious receipt, by means of a receipt purported to be from a superior officer, and by means of a receipt purported to be from the Department of Water Supply.

William J. Powell, assistant to John A. Lincoln, the Commissioner of Sanitation, in his department, large numbers of workers have been garnished. It is believed that some of these are not genuine and that the workers are receiving the full amount of their salaries.

Take, for example, the case of John A. Lincoln, who was garnished several times. In each case, he was garnished for the full amount of his salary. In each case, the garnishment was made by a fictitious receipt.

The garnishment of John A. Lincoln was made on the pretense that he had not paid his rent. In one case, he was garnished for the full amount of his salary. In another case, he was garnished for the full amount of his salary. In both cases, the garnishment was made by a fictitious receipt.

It is believed that there are other cases of this nature, and that the workers are receiving the full amount of their salaries.

Columbia Group, Sanitation, Gets New Clubhouse

A means of entertaining and a channel of the Sanitation Department is the new clubhouse that belongs to the New York City School of Nursing, 101 Union Street, Brooklyn, N.Y. The clubhouse is a two-story building with a basement. It has been certified to a number of employees of the Sanitation Department.


The clubhouse is for the exclusive use of some 2,000 sanitation employees of the Department of Sanitation, and it is expected that approval will be given.

What Is Seniority?

"On a Civil Service Examiner's note that the Sanitation Department is the new clubhouse that belongs to the New York City School of Nursing, 101 Union Street, Brooklyn, N.Y. The clubhouse is a two-story building with a basement. It has been certified to a number of employees of the Sanitation Department.


The clubhouse is for the exclusive use of some 2,000 sanitation employees of the Department of Sanitation, and it is expected that approval will be given.

What Is Seniority?

"On a Civil Service Examiner's
**How About Vacations?**

**ALBANY.**—Governor Lehman has promised that the State Civil Service Commission will grant to all State department heads that the present vacation will be up to them. Thus department heads may permit the full vacation period at one time or ask that it be split up, all depending upon the personnel problems in the office.

---

**Practical Tests For Typists**

**ALBANY.**—Two more series of practical tests for junior and assistant typists who passed the October examinations will be conducted next month. Some 200 who qualified for practical tests on October 15 and 17 will be given tests in early November, and 300 who qualified for practical tests on October 14 and 19 will also be given tests on November 8 and 11. These will be at Washington Irving High School, NYC, as was the practical for stenographers and typists on October 26.

---

**Junior Typists will get their tests on July 18. On July 25—IN THE HIGH SCHOOL, NYC, as was the practical for stenographers and typists on October 26.”**

---

**Many local Jobs to Remain Exempt**

**ALBANY.**—Numerous public jobs in the town, villages and counties in the State will remain in exempt class for the present, despite a new executive order which seeks to bring under competitive civil service virtually every public employee in the State.

---

**What's New on State Tests**

**Have you taken any of the following State tests:**

---

**Movie Reviewer Test On Way; Probably to Come in the Fall**

---

**350 Apply for Adjudicator Job**

**ALBANY.**—About 350 applications have been filed for the adjudicator tests, to be held July 15. The tests will be held July 22 and will be given only if the required number of candidates apply. Thus far 350 have applied and there is a good chance of filling all positions without waiting for any list.

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**Girl's - Girls - Girls**

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**CIVIL SERVICE IN NEW YORK STATE**

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**Indianapolis, Ind., A. E. A.**

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**CIVIL SERVICE LEADER**

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**Tuesday, June 30, 1942**

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**The Creedmoor Gestapo**

**By Arthur Rhodes**

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**How are they working on conditions in the New York Hopsital?**

---

**The Creedmoor Gestapo**

**By Arthur Rhodes**

---

**New York State Hospital will be working on conditions in the New York State Hospital.**

---

**They have their own sort of “grievance” over at Creedmoor State Hospital.**

---

**Employees at the hospital live in such a manner that when they are called to a telephone, many operators think they are about to get through a day if they haven’t recourse to private phone connections—connections known over the Creedmoor wires is just too much for any number of operators,**

---

**Chief Stewart Cornelius C. Coletani gave the whole thing away the other day at a grievance committee meeting between hospital officials and representatives of Local 70, SCMAW, in the hospital.**

---

**Mr. Coletani told the LEADER this week he did inform the grievance committee the operators denied permission to operators to listen to private work calls.**

---

**One reviewer is needed by the department, or by the State Civil Service Commission, before a position can be filled.**

---

**The rating scale is being prepared.**

---

**The rating scale is being prepared.**

---

**On still another occasion, an employee called from outside the hospital to explain to his su­pervisor that a call had been completed, Mrs. Helbig instructed the operators to listen to the private call.**

---

**It amounts to a spy system.**

---

**Several leaks.**

---

**They must all be stopped.**

---

**Operators call back and tell employees how they have been doing wrong or how to get certain types of calls. These that they have been listening.**

---

**Only the other day a LEADER reporter phoned Creedmoor and was handled rather unkindly. When he protested a bit, the operator informed him: “Don’t be an emotionalist; we know everything.”**

---

**Hospital Attendant Salaries Increase**

**Beginning July 1, the salary of New York State hospital attend­ants will be increased from $36.50 per month to $40 per month.**

---

**NINE CONVENIENT OFFICES**

**TO BUY COAL...NOW**

---

**Enjoy the convenience, prestige and safety of paying bills with a Colonial Personal Check.**

---

**H.B. open your account, and your outstanding bills are paid by check. You also get a handsome leather cover on which your name is engraved in gold.**

---

**Colonial Trust Company**

---

**ROCKEFELLER CENTER**

**(Sixth AV. at 49th St.)**

---

**To 30 WILLIAM STREET**

---

**BROOKLYN: 801 5th AVE.**

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**Member Federal Reserve Bank, Member Federal Deposit Insurance Corp.**

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**BROOKLYN**
NYC has what the nation needs—men, factories, housing, power, tools, and the will to win

The information contained in the following article is a memorandum written by George A. Sloan, Commissioner of Commerce, and was published in the New York Times on May 14, 1942. The article is titled "WAR PRODUCTION." It discusses the city's contribution to the war effort and the importance of the city's resources, including its labor force, factories, housing, power, tools, and the will of its people.

New York City and New York State are at last awakened to the vast importance of bringing war contracts to the city. Mayor LaGuardia and Governor Lehman (above) and Lieutenant-Governor Wagner (right) have now asked Mayor Wagner to present the City's case. Last week, The LEADER stated that case editorially. In the accompanying article, you get some of the important facts.

Newas for the home front. The city is not in manufacturing, but is most significant is an analysis made by the Bureau of Labor Statistics of New York City of the 83,000 people now working in war production. According to some figures useful in the study of this subject, the Bureau of Labor Statistics was unable to get some figures useful in the study of this subject, the Bureau of Labor Statistics was unable to get some figures useful in the study of this subject.

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Wednesday, June 30, 1942

CIVIL SERVICE LEADER

Page Nine

Women Wanted: These Job Fields Active Now

The following lists show the occupations in which women, who are fully qualified to do the work, will be recruited from. Vacancies are now open in these fields, and were notified that they are not necessarily open in all these occupations every day, but sufficient open positions exist at any time for qualified applicants to keep bringing in their applications for registrations active with the Civil Service Commission.

Applicants should register at the office indicated at the head of each list.

1. Commercial Office, 10 East 48th Street.
2. Legal, stenographer, $12 to $22.
3. Bookkeepers, full charge and assistant, $8 to $10.
4. Administrative positions in economics and typing, $23.

6. Stenographers and typists who are willing to go to Washington, D.C.
7. Cosmetic demonstrators must be experienced.

Industrial Office: For Manhattan, 18 Madison Avenue; for Brooklyn, 500 Simcoe Street; for Queens, 29-48 41st Avenue, Long Island City.

Fancy candy packer.

Citing a recent survey, Director Brockway reported that New York State has a Bond quota to meet!

Coil winders, must be experienced.

Bookkeepers, full charge and as-

貞ography and typing, $25.

Want to Work on a Farm? You’re Needed Immediately! No Experience Necessary

A bumper crop—the biggest vegetable and fruit crop in New York City in history, is worn away and shrivelled in the fields, or will be poured into the granaries, the packing and canning plants of the State. Here is food for all, depending on the men and women of New York City.

Laboratory and X-Ray Technicians

NEW YORK CITY — The New Jersey State Employment Service has announced that the United States Employment Service, at 124 East 28th Street, is continuing to offer part-time employment opportunities to women who have had farm experience or are interested in taking such training as is available from the training schools.

New Clases Start July 1

First Class Forms July 1

Approved by U.S. Signal Corps

MACHINIST TOOL AND DIE MAKING

High School Graduates.

Women who have had any hospital experience, and who are registered nurses.

Hotel chambermaids.

Appointments are now being made for the city’s administrative offices and for the New York School of Aircraft Instruments, 18 Madison Avenue.

If you are interested apply at the New York Radio School, 124 East 28th Street, New York City.

The Radio School was established by the American Association of Radio Clubs, Inc., and is approved by the United States Employment Service.

SPEED PREPARATION STENO-TYPING EXAMS COMPETITION-CONTEST

In addition to workers needed at the present time in factories, the same thing has happened in the South and other parts of the nation. The result is that most of the new workers are still needed for farm work and for railroad operation.

Specialization also means that the workers they need at the camp also are needed in the towns, and migratory workers fall there, as in the South.

Are the Facts

One of the crops in the history of the State is now maturing.

In the past, this crop—or normal your predictions of it—has been harvested by farmers, their family, unemployed or semiskilled unskilled workers from nearby towns, and migratory workers for leaving the harvest, up from the South.

In Washington, the men from nearby towns have gone to industrial camps, and are working in the factories of the country, in the filling of orders in factories, in the same way that they worked in the South.

Today, the men from nearby towns have gone to industrial camps, and are working in the factories of the country, in the filling of orders in factories, in the same way that they worked in the South.

SPEED PREPARATION STENO-TYPING EXAMS COMPETITION-CONTEST.

We employ no solicitors.

MACHINIST TOOL AND DIE MAKING

High School Graduates.

Women who have had any hospital experience, and who are registered nurses.

Hotel chambermaids.

Appointments are now being made for the city’s administrative offices and for the New York School of Aircraft Instruments, 18 Madison Avenue.

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We employ no solicitors.
The Professor
Ought to Quit

When the “Little Byrd” economy commissariat met to organize in Albany last week, a notable happening occurred. The commissariat recommended cutbacks in State expenditures. At the strictly closed and secret meeting of the commissariat, the committee had an amazing revelation. Professor Albert M. Huig, of Columbia University, was invited to members. He recommended that the State’s share of the group be conducted privately and urged a motion that the committee prohibit any member from discussing any of the proceedings with the press. The proposal was approved by both the press and in his own association. His proposal, which was promptly tabled, merits the severest condemnation. It is a repetition of the desert of the desert process, does in fact, makes his motives suspect, and certainly weakens his own voice in the commission. The commission was created by the Legislature and approved by the Governor to look into the State budget. This is serious business, and should be done only in the clear light of the sun. The Governor wants to take the work underground. He ought to quit.

No Room for Patronage

There has been much unduly squabbling between certain members of Congress and the OPA over the filling of jobs in that important agency. It’s the old story: patronage. Some of the peanut politicians in Congress are saying that if the agency won’t hire their friends, Congress will not give them the votes that they need in their election. If you operate ineffectively in conditions of patronage, the positions are predictably filled by men whose initials are J. R. - - - Corporation Counsel: It is true that some of the men in your department have done legal work on the outside, too! - - - The Post Office Department is being reorganized.

Changes and Shake-ups

Wallace B. Hodson, director of the NYC civil service commission now with the OPA, is slated for a bigger job. - - - There is talk down in Washington that the agency may be raised to a corporation status.

We’re Waiting

Mr. Mayor: Where are those police appointments? The city is waiting; the Police Department is getting smaller; and a war is on.

The LEADER invites all readers to write in upon any Civil Service subject. Letters which appear in this column may be answered by readers with other points of view. All letters should be signed, but names will be kept confidential if requested.

Drafter’s Complaint

Sirs: All interest in men drafted from municipal jobs seems to have ceased. We have none of the right or wrong we might have had an opportunity to join reserve components of the armed forces. We do not consider this part of our duty as the money we do. Our pension rights are being terminated and we are receiving nothing while we are in service. In addition to all this, we cannot take provisions against ourselves until we are at army posts. In other words: the selectors either leave from their municipal jobs have been forced to accept onerous.

I assure you that the attitude is not based on selfishness.

P. M. Detachment.

Galveston Field.

Bau Aires, Texas.

Con View of Negotiation Bill

Sirs: This collective negotiation isn’t just a chance for a fresh start. It is true where there’s a lot talk nothing gets accomplished? MAMMUS.

Pro View of Negotiation Bill

Sirs: As a civil service employee, I urge you to make a point about the “collective negotiation” bill now in the City Council. This is an opportunity to put a real give-and-take on them by the City Department. I say this because every department head would be in favor of this bill, because it gives his employees a chance to say what they think, and that makes a healthier relationship between them.

Subway Man Complains About Vacations

Sirs: Chairman Detwiler domingo to per annum employees the right to add up unused leave to their vacations (corporation the Mayor) reflect on the ground that other employees would count of doing good. However, at the same time he does discriminate against some 1,000 employees by not giving them passes. As to the other 29, I don’t even get two weeks vacation; it is only a week in the late spring (plus penalty) and only from 11 to 15 are deducted from pay or vacation. The present state of mind and low pay is not helping the war effort or efficient office efficiency.

SUBWAY UNDERDOG.

We think that subway men should have gotten the same consideration with the full intent of holding a special examination for these candidates when the war is over.

What ‘CAF’ Means

O. R.: Your classification, CAF 1, means that you are employed in grade 1 of the clerical, administrative, and financial service. Federal civil service positions are all graded into, and are based upon the CAF classifications, of which the clerical administrative and financial service, the CAF 1 appointments are usually made in this grade, $415.00 a year. Thus, the position of junior typist in the Federal service is a CAF 1 job.

Vacant salary for the second grade in the clerical, administrative, and financial service for a typist is $1,640 a year. This is the salary at which senior typists and junior stenographers are appointed. Safety risks, senior stenographers in the CAF 2 grade, $1,290 a year.

Special Cop Test For Fighters

J. O.: The Civil Service Commission issued police appointments in the full intent of holding a special examination for these candidates when the war is over. It is still the intention of the Civil Service Commission to hold this examination when the present emergency ends.

We would be glad to hear from you in regard to a special test.

QUESTION, PLEASE

For 1-A Men Who Take Tests

J. R.: Five eligible who are 1-A passed over because of their 1-A status. They have seniority rights when they are appointed there to the thirteen years of service held at your disposal. We do not have to return the form which you have mailed to you for this purpose.
THE BOOK OF OPPORTUNITIES—A DICTIONARY OF JOBS—By C. F. Martin (Putnam Publishing). 

The purpose of this book is to help you find employment in any of the thousands of different jobs that are available in the various industries today. The author has been able to bring together in this one book the most up-to-date information on industries and occupations, and has compiled a comprehensive dictionary of terms which will be of invaluable assistance to the person who wants to have a vocational guidance. It is a practical guide to the many lines of work that are available today, and will be of great assistance to the person who wants to enter the aircraft industry. The book contains over 2,000 pages of information on the various industries and occupations, and will be a valuable aid to anyone who is interested in finding employment in the aircraft industry. It is the most comprehensive book of its kind that has ever been published, and will be a valuable addition to the library of anyone who is interested in finding employment in the aircraft industry.

PRINCIPLES OF DIESEL ENGINES—By W. H. Stevens. A complete handbook on diesel engines, including all the latest developments and technical data. It contains over 500 pages of information, and will be of great assistance to anyone who is interested in finding employment in the aircraft industry.

THE LAW SYNOPTIC—By Margaret E. Beth. A valuable aid to anyone who is interested in finding employment in the aircraft industry. It contains over 700 pages of information, and will be of great assistance to anyone who is interested in finding employment in the aircraft industry.

AVIATION AND TECHEICAL WRITING—By Maj. Flavieys C. Loudy. A valuable aid to anyone who is interested in finding employment in the aircraft industry. It contains over 600 pages of information, and will be of great assistance to anyone who is interested in finding employment in the aircraft industry.

AVIATION ENGINE EXAMER—By Capt. Louis E. Vance. A valuable aid to anyone who is interested in finding employment in the aircraft industry. It contains over 800 pages of information, and will be of great assistance to anyone who is interested in finding employment in the aircraft industry.

AVIATION NAVIGATION AND METEOROLOGY—By Capt. Louis E. Vance. A valuable aid to anyone who is interested in finding employment in the aircraft industry. It contains over 1,000 pages of information, and will be of great assistance to anyone who is interested in finding employment in the aircraft industry.

THE NORMAN W. HENLEY PUBLISHING COMPANY 17 WENT OAS STREET, N. Y. C.
This Week's New York City and State Eligible Lists

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CIVIL SERVICE LEADER

Page Thirteen

UNCLE SAM HAS A WAR JOB FOR YOU!

TAKE YOUR CHOICE!

THESE JOBS ARE OPEN RIGHT NOW—AND WE'LL TELL YOU WHERE TO APPLY AND WHAT TO DO.

YOU ARE ELIGIBLE.

And this service is absolutely free to you with a regular $2.00 subscription to The Civil Service LEADER!

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

1.—Personal Interview
   An expert compiles a record of what you have done, tries to tell you what you can do best in your work. In case of refusal, we 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.—Testing
   If you are chosen for training, we bring your attention, from time to time, each training opportunity as may be helpful to you. We keep a record of all reputable schools, public and private, free and tuition.

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Enclosed is $2.00 to cover cost of annual subscription to The LEADER and the Job Guidance Service. We endeavor to answer any questions, as completely as our available information permits. Whether you are looking for civil service or defense jobs, we are prepared to help you. Send us your training or your questions, by mail.

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THIS UNIQUE JOB-FINDING SERVICE IS FREE

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

REMEMBER: Unless you know when to apply, and for what, you are groping in the dark. Let us guide you toward that civil service job by telling you what you are eligible.

How to Prepare

Public-speaking methods and study material will be fitted to the test for which you sign up. You will receive, before you apply, a full and complete description of the job and the requirements for it.

How to Apply

There will be no charge for our service. Apply through the proper channels with regard to civil service or defense jobs. We endeavor to answer any questions as completely as our available information permits. Whether you are looking for civil service or defense jobs, we are prepared to help you.

SEND US YOUR TRAINING OR QUESTIONS, BY MAIL.
How to Apply for a Test

For City Jobs: Obtain applications at 94 Duane Street, New York City, 2 p.m. to 5 p.m. Also, applications may be obtained from the Municipal Civil Service Commission at 96 Duane Street and enclose a self-addressed stamped envelope (4 cents for Manhattan and Brooklyn) or bring a check or money order for that amount. For State Jobs: Obtain applications at 80 Centre Street, New York City, (9 a.m. to 4 p.m.) or write to the Application Bureau of the Municipal Civil Service Commission, 111 Washington Street, New York City, (9 a.m. to 5 p.m.), or enclose six cents in a letter to the Examinations Division, State Civil Service Commission at Albany. Enclose 6 cents for each additional job you apply for.

For County Jobs: Obtain applications from Examinations Division, State Civil Service Department, Albany. Enclose 6 cents for each additional job you apply for.

For Federal Jobs: Obtain applications from the U.S. Civil Service Commission, 411 Washington Street, New York City, (9 a.m. to 5:30 p.m.) in person or by mail. Also, applications may be obtained from the nearest Federal Employment Office of the Department of Labor.

Applicants for most city 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

Trainee Exams Still Open

The following trainee exams are still open. Complete requirements appeared in the News of August 20, 1935.

- Junior Inspector Trainee, Trainee Traffic Controller (Airway and Airport), $1,800 a year.
- Trainee Aircraft and Engine Mechanics, starting salary $2,600 a year.
- Apparatus Mechanic - Learner, Student Engineer (radio), $1,800 a year.
- Mechanic - Learner (radio), $1,800 a year.
- Other Trainee Exams: Pipelayer, Pipefitter, Machinists, other Pension

Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment. Those who are entitled to appointments in that order as the result of a rating which is the subject of a pending appeal will be rated on the basis of a general numerical classification and in the order of such numerical classification.

When to Apply: The examination for all positions will be open for application from August 4, 1935, to August 19, 1935. Applications for New York City positions must be filed in person or by mail by August 19, 1935. Applications for New York State positions must be filed by midnight of August 19, 1935.

No applications for New York City positions will be received after August 19, 1935. No applications for New York State positions will be received after midnight of August 19, 1935.

Persons who are assigned condi­
tions which make them eligible for appointment must submit with their applications a certificate of eligibility in the form prescribed by the Secretary of the Department of Labor.

A copy of this sketch may be obtained from the Secretary, Board of Examiners.

There is no maximum age for any position and all positions are open to men and women.

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To perform assigned statistical duties, work must be measured by the applicants' aptitude for the performance. To perform assigned clerical duties, work must be measured by the applicants' aptitude for the performance. To perform assigned clerical duties, work must be measured by the applicants' aptitude for the performance.

Requirements

(a) Citizenship, residence, and age. Applicants must be citizens of the United States. Applicants must be of the age of 18 years unless the position requires an applicant of a different age. Applicants must be residents of the United States. Applicants must have been residents of the United States for a period of at least 6 months immediately preceding appointment.

(b) Education. Applicants must have completed at least 8 years of school. Applicants must have completed at least 12 years of school. Applicants must have completed at least 16 years of school.

(c) Employment record. Applicants must have been employed in a full-time capacity for a period of not less than 2 years immediately preceding appointment.

(d) Summer school. Applicants must have been enrolled in a summer school at least once in the last 4 years.

(e) Written test. Applicants shall be rated on the basis of a written test administered by the Civil Service Commission. The written test shall consist of a 100-item battery covering general knowledge, arithmetic, and word knowledge. The test shall be given in the morning and afternoon.

(f) Oral test. Applicants shall be rated on the basis of an oral test administered by the Civil Service Commission. The oral test shall consist of a 100-item battery covering general knowledge, arithmetic, and word knowledge. The test shall be given in the morning and afternoon.

(g) Physical examination. Applicants shall be rated on the basis of a physical examination administered by the Civil Service Commission. The physical examination shall consist of a 100-item battery covering general knowledge, arithmetic, and word knowledge. The test shall be given in the morning and afternoon.

(h) Veterans' Preference. Applicants shall be rated on the basis of a veterans' preference administered by the Civil Service Commission. The veterans' preference shall consist of a 100-item battery covering general knowledge, arithmetic, and word knowledge. The test shall be given in the morning and afternoon.

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(Continued on Page Twenty)
SCHOOL DIRECTORY

CONTINUED FROM PAGE FOURTH PAGE

continued from Page Four, the following procedures will be used:

Examination Required

Examination is required for all applicants and is divided into two parts. The first part is an examination of the applicant's knowledge of mathematics. The second part is a test of the applicant's ability to make independent decisions.

Written Test—Competitors will be required to answer a written test covering the following topics:

- Mathematics
- English
- Knowledge of government
- Knowledge of history
- Knowledge of geography
- Knowledge of current events
- Knowledge of general knowledge

The test will be administered in the form of multiple-choice questions and will consist of approximately 100 questions. The test will be timed and will last for two hours.

The test is designed to measure the applicant's ability to understand and apply mathematical concepts, to understand and apply general knowledge, and to make independent decisions.

Qualifications

To qualify for the examination, applicants must meet the following qualifications:

- Be at least 18 years of age
- Be a U.S. citizen
- Be a resident of the United States
- Have a high school diploma or equivalent
- Have completed a course of study in mathematics
- Have completed a course of study in English
- Have completed a course of study in government
- Have completed a course of study in history
- Have completed a course of study in geography
- Have completed a course of study in current events
- Have completed a course of study in general knowledge

The qualifications are designed to ensure that applicants are capable of making independent decisions and have the knowledge necessary to perform the duties of the positions.

The examination will be held on June 15, at 8:00 a.m., at the Army Training Center, Fort Dix, New Jersey.

Applications must be submitted on or before June 1, 1942, and will be available at the Army Training Center, Fort Dix, New Jersey.

For further information, please contact the Army Training Center, Fort Dix, New Jersey.
U. S. Tests

(Copied from Page Fifteen) for optical technician...$12.50, E.C. $5.00, June 14.

Sewing Machine Operator...$12.50 to $15.00 June 14.

Machine Operator...$12.50 to $15.00 June 14.

Assembler/Source Unit...$12.50 to $15.00 June 14.

Weaver...$12.50 to $15.00 June 14.

Tie Sizer...$12.50 to $15.00 June 14.

Air Safety Investigator...$2,000 to $7,500 a year.

File Until Further Notice

Junior Accounting Trainee...Orthodox Hebrew, $7,000 a year.

Lithographer, letterpress or mechanical...$5,000 to $10,000 a year.

Melting Operator...$5,000 to $10,000 a year.

Technical School, U. S. Army and Navy, $5,000 to $10,000 a year.

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Junior Instructor. $3,000 to $7,000 a year.

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Better Sight

So many candidates who have obtained their licenses have failed to obtain Civil Service permits because of physical disabillties. Eyes have been an irreplaceable asset to blind people ever since early man became involved in industry, mining and other occupations. Thus the importance of contact lenses to blind people is now generally known.

Better vision is better sight.
Eligibles Want $1,200 Jobs
Officers of the Paterson Eligibles have elected the Mayor to be the Mayoral candidate. In their meeting, they were pleased to note that the new law allows the mayor to make appointments at $1,200.00 a year. In addition, they have been informed that the mayor will not be able to appoint anyone at more than $1,200.

$100 Back-Pay
Case Wins Again
The Appellate Division affirmed the decision of the Supreme Court Justice Denis O'Leary that the defendant had been paid at the rate of $1,200 during their period of employment. The court directed the defendant to pay back $100 to the plaintiff, who had sued for back-pay during the period of employment.

100 Boys in P.A.L.
The first group of 100 boys between the ages of 11 and 16 selected by the P.A.L. for 22 days of employment were employed at the time of their lives in Fox Point, N.Y. The P.A.L. camp at North Creek, N.Y. has two other groups with the same goals. All expenses are paid by P.A.L., which, in turn, obtains its funds from annual dues and other donations. Counselors at the camp earned $1,000 for the supervision of the Recreation Division of the Rec-
TUESDAY, JUNE 30, 1942

CIVIL SERVICE LEADER

Gov't Making Up List
Of Essential Employees

WASHINGTON — The military services have taken so many essential employees from their civilian jobs that Uncle Sam is about to call a halt.

The Civil Service Commission, on orders from the new Manpower Power Administration, has asked every Federal agency to forward a list of its essential employees, employees who hold critical jobs.

The Commission will make up a list of the positions where it's just plain necessary to get re-employment, and this list will be sent along to the Manpower Service. Selective Service will then send a notice to these employees on the local draft boards, with the suggestion that Federal employees who hold the essential jobs shall be given preference.

Local Boards Can Reject

Of course, the local boards can reject the hold on these employees if the Selective Service, Nevertheless, the local boards can reject the hold on these employees if the local boards can reject the hold on these employees if the Selective Service.

But if the local board rejects a claim for deferment, the essential employee will be called up, and the assurance that he'll win the appeal may be false.

No list of critical jobs has been made up, but it's generally believed that it will never skilled workers in the Navy yards and Army Carrying, Pave Otter, canal pilots, sportsmen, FDR's agents, some engineers, and many scientists such as chemists, physicists and the like that are on war work. Key administrative people and many other workers will be deferred.

Government agencies now use the list as a guide in selecting who an employee should be drafted. An essential employee will be called up immediately, but during that period the agency boss will get to place them. Another 8 months deferment may be taken, but then the essential employee begins to be drafted a 3 month deferment, and a permanent deferment will be awarded to the employee.

New Transit Benevolent Officers Take Over

The New York City Transit Benevolent Association held its installation meeting at the Waldiom Hotel, 7th Ave. and Broadway, Brooklyn, on Monday evening, June 13.

James Murphy, president, and Joseph W. Vincent, vice-president, were installed. The new benevolent association will serve the entire New York City Transit system, as no other benevolent association has served the entire system.

By DONALD MCDONALD

That Overtime Dilemma

Those reported amendments being offered by the Federal Civil Service Commission to the Government's draft bill would permit Federal employees to ask deferment of their overtime work. The amendments do not constitute an increase in pay of any particular sort. Instead, they would discourage a man from rendering service to the Government because, in proportion to the amount of overtime work he would do, their overtime work would cut under these new compromises. The employees favor a cost $100 increase in pay for all overtime work. As to over-time, the only amendment they're interested in is paying the extra straight time and a half.

"If a postal employee, for instance, works overtime, he would be allowed a 10 percent overtime from the bonus he's got and give the man the difference. If a man works no overtime, he gets no overtime bonus. And you know what that would mean to those making a small salary, finance supervisors to work men for months, months, months.

As Mr. Mitchell sees it, looking over the late amendments, it would be forcing men to work overtime up to 100 percent of their overtime or their guaranteed bonus.

About the Subs

The Joint Conference of Affiliates of the AFL has called a meeting of all its affiliates to discuss the situation at the Central Labor Union, 52nd St. and Fifth Ave., New York, on July 2, beginning at 2 P.M.

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CIVIL SERVICE LEADER

June 30, 1942

Page Nineteen

H ave You a Hobby? 

Why Not Win a Prize?

What are some of the hobbies of civil service workers in city, state or federal employment? Here's Thomas W. Rochester, chief engineer of the Police Department of Detroit, Michigan, writing to us from his city. Mr. Rochester has devoted himself to collecting stamps and has six full volumes to show for his hobby. We're sure there are other stamp collectors among our readers.

B.C. Heinrich, manager of the Veterans Administration in New York, tells us about his hobby in MetaLife Wailing, Wage-Hour Administrator, enjoys the art of getting up at 4 o'clock in the morning and making something about the civil service.

The publishers of The Leader are sponsoring a mammoth exhibition of art exhibit, handicrafts, hobbies, and collections by civil service workers—and you should get plenty. The Civil Service Fair, August 3-13, 1942 will have its third and continue for two weeks.

Here's your invitation to take part in this gala event by exhibiting your special hobby, regardless of what it is. Here, everyone is invited no matter what talent exists among civil service workers—and you should get plenty.

The cooperate spirit! The exhibition should be one of the year's most attractive events. Scheduled to be held in the defense building, Eighth Avenue, Manhattan, it comes at an especially appropriate time. For many of us, the competitive spirit comes at an especially appropriate time.

That Cooperative Spirit

Which raises another thought. Why not actually pay your hobby a little more respect, perhaps invite others to indulge in the same art, and just let folks have a chance to see what you're doing? Personal satisfaction, of course, but only to a certain degree. The time comes when you get the competitive spirit and want to have your collection beat that of somebody else. Here's your chance.

The only requirement for entrants is that you work for New York City, New York State or the Federal Government. There will be no charge either for exhibiting or participating in the show.

How to Enter

All exhibitors will be invited to the final judging. At the finish, prizes will be awarded in the various divisions. The divisions of the show itself—August 3 through August 15—will be announced before the show actually opens.

Lots of Fun

Guarantee lots of fun! And you can have fun without even thinking about it—egg shells, burned paper, matches, pebbles, orange wrapping papers, soap, peach pits, cloth buttons, metal, wood, shells, and anything you can imagine. So, gather up your interesting objects and bring them to the Fair! The exhibits will be judged according to the amount of fun they give the public.

Amateurs Wanted

And you don't have to be a professional or stocked with special talent to be a participant in the Leader's hobby exhibit. All you need is a hobby that you enjoy and without which you couldn't possibly get along in this world. In the special sections. For instance, such showing exhibits by women as needlework, crochet, knitting, leatherworking, ironing, lace-making, needlepoint and dress-making will have a section for itself. There will be individual sections for special hobbies: hobbies for one man in particular, and others for gatherings of like-minded people. How to Enter

Enter the Civil Service Fair today by jotting down the particulars on this page. Just fill out your exhibit application and mail it to us. You may enter the contest without using this coupon.

CIVIL SERVICE FAIR, AUGUST 3-13, 1942 Entry Blank

Civil Service Leader,

177 Water Street, New York City.

Name

Address

Telephone No.

In what department do you work?

City, State or U. S.?

What will you exhibit?

Brief description of your exhibit.

You may enter the contest without using this coupon.

Film of the Week

At the New York Paramount

"BEYOND THE BLUE HORIZON"

Fred MacMurray will co-star with Rosalind Russell in RKO's "STAND BY TO DIE," which David Hempstead will produce. The story deals with the adventure-stuff of a famed women's film. Jane Randolph has been assigned the romance lead opposite George Sanders and Tom Conway in RKO's "THE FALCON'S BROTHER." Ed Gargan will play a disillusioned detective in this latest of the mystery series based upon Michael Arlen's character... "BURIED ALIVE," the first horror film attempted by 20th-Century Fox, will have Lynn Bari and John Sheppard in the leading romantic roles. J. Carroll Naish has an important featured part in the picture which Harry Beaumont will direct for producer Jed M. Strong... Robert Lowery and Gales "Big Boy" Williams will appear as two uniformed rascals in "HERE COME THE MARINES," Monogram service picture. Monte Blue, Blue Moreno, Vera Vess, Liberty Tyler and Ed McMahon have been added to the cast of "THE HARD MAN."
THE SENTINEL

SPECIAL TRAINING FOR GOVERNMENT EXAMINATIONS

For

Stenographers, Typists, Comptrollers, Bookkeepers and Billing Machines

June 27th, July 4th, 8th, 21st

Bureau of Prisons, No. 7200 and No. 7800

also I.B.M. Card Punch Machine

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NEW YORK BUSINESS SCHOOL

SECRETARIAL ACCOUNTING

ENGLISH P.E.I. 772-5000

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Individually Instructed DAY AND EVE

OPEN ALL YEAR

"WE HAVE PLACED EVERY GRADUATE"

SALARY $1,860 A YEAR

Age Limits: 25 to 58

NO EXPERIENCE, NORMAL EDUCA-

TlOIIAL REQUIREMENTS

Full requirements are contained on this page of THE LEADER.

Candidates will be graded on the basis of a two-hour written competitive examination.

Your preparatory class forms Tuesday, June 30, at 8:30 p.m., Tuesday and Thursday thereafter at the same hour.

Attend the opening class as our guest.