How to Get a Christmas POST OFFICE JOB

—See Page 4

Big U. S. Tests Coming

For Printers—Compositors—Linotypers

Proofreaders and Binders—See Page 4

STATE TO GIVE TESTS IN CAMPS

—See Page 7

Subway Jobs Filled from Special Lists

—See Page 2

New Federal Exam for Clothing Workers

—See Page 14

State Employees Owe Back Taxes

—See Page 6

Widespread Resentment in Sanitation Dept.

Over Purchase of Overcoats —See Page 3
A sweeping new policy for the filling of "emergency" vacancies in the Board of Transportation which are caused by illness or other reasons was approved last week by the Municipal Civil Service Commission. The Commission adopted a resolution this week which provides for the filling of such vacancies from "special lists" set up in advance. The "special lists" will not be certified in the usual manner, but when adopted the Board of Transportation finds necessary.

Another part of the resolution provides that the Board of Transportation can place employees at different titles at work which they are able to handle. This part of the resolution is as follows: "In case medical examination shows that an employee is prevented from carrying out the duties of his present position satisfactorily due to physical disability, the Board of Transportation may assign such an employee to work in another title. Title assignments are made by the Civil Service Commission; such assignment to continue for the duration of the physical disability.

Not a New Policy
This is not an altogether new policy with the Board of Transportation, but it formalizes the procedure that has been followed in the past. In effect it means that a disabled employee will be assigned to a title which is comparable to the one in which he has been working. In some cases, to a lower title, at the same salary. By adopting its resolution, the Civil Service Commission declared: "Under the economical and proper operation of the New York City Transit System requires a certain flexibility in the assignment of personnel to fill temporary vacancies caused by illness and other temporary emergency situations in train operations and . . . the filling of these temporary vacancies by repeated process of certification and appointment with ultimate determination time consuming and unsatisfactory.

Special Lists
To avoid this headache, the Commission in the future will set up "special lists" from which eligible employees may be provisionally appointed. The certification bureau will continue to prepare all eligibles required on each list. The certification bureau will then present the "special list" for each eligible employee for the promotion exam and promotion list for the title. The Board of Transportation will then furnish the Civil Service Commission with a list of employees containing the remaining names of eligibles from employees with the highest classification to whom no list was returned lower grade.

Promotions
Provisional promotions from these "special lists" will be given to candidates for the position of employee to eligibility for still higher promotions until permanently promoted to a position.

Welfare Rating
Board Postponed
Further postponement from November 15 to December 6, of the clerks' and messmen's ineligibles to the Civil Service Commission of the titles for various Clerk, Jr. and Sr. grades. The reason advanced officially for the latest postponement is the fact that the official ballot boxes of New York City will not be available. This explanation is based critically by many staff members who promised to follow up with promotions. This coming election will be no less critical to many staff members interested in promoting employees in the city's history.

Welfare Promotion
Test October 29
The Board for Public Assistance, Grade 6, which is a promotion test open only to employees who are disabled and without title and the Board of Child Welfare.

Practical Tests
For Car Maintainers
Practical testing for car maintainers and promotion exams for other Civil Service workers.

PAINTER TAKES PRACTICAL TEST
Practical testing for painter welfare.

Clerks Ask Right To Take Big Test
A request of 32 Clerks, Grade 4, in the Department of Education, that they be granted the right to take the examination for Junior Administrative Assistant was denied last week by the Municipal Civil Service Commission. The Clerks are earning $2,902 a year, but the Junior Administrative Assistant grade is open only to competitive employees earning $3,400 or more. All other fourth grade Clerks in the city are eligible for the exam, and the minimum salary for the position is set at $2,606.

The Municipal Civil Service Commission, through a series of resolutions several years ago set $2,400 for the minimum for the fourth clerical grade. The Board of Education has never adhered to this regulation, contracting that under the Wicks law it had the right to fix the rate of pay of its employees. Thus the fourth grade clerks in that department have not been allowed to take competitive examinations.

The Municipal Civil Service Commission's action in denying the Clerks eligibility to take the exam will probably bring a legal protest. Mr. Kern, 66 City St., who represents the Clerks, has threatened court action.

City Lists Published
The competitive lists for Carpenter and Steamfitter and the promotion list for the Bridge Layer-Steel Workers were officially postdated last week by the Municipal Civil Service Commission.

Sanitation List
To Appear Nov. 30
Paul A. Kern, President of the New York City Civil Service Com mission, Assistant Examining, was last week advised that the list of those that were examined for the most recent examination for Sanitation List will be ready on November 24. "We are hopeful that the Sanitation will be ready on November 24," said Mr. Kern. "I can now really definitely that November 30 is the date."
Welfare Eligibles Meet Another Court Defeat

Undaunted by another court defeat, the Social Investigator Eligibles Association plans a series of pressure activities aimed at getting for themselves 115 jobs in the Department's veterans bureau now entitled Veteran Relief Investigator. Originally a labor title, the Board of Estimate at the end of the summer, investigators claim, was doing the same work they themselves did under the title.

The most recent defeat came Friday at the hands of Supreme Court Justice Hammer, who rejected a suit brought on behalf of Richard Welling, president of the New York State Civil Service Reform Association. Welling's suit sought to restrain City Treasurer Fortuño, Comptroller McGoldrick, and Welfare Commissioner Hodson from employing and paying the veterans.

Justice Hammer left the way open for further legal action, though, as he indicated that a substitute, such as an eligibility claim, would be possible. He said that the complaint showed that assignments, salaries, grades, and duties under the new title are the same as those under the old investigator title.

Plans of Eligibles

Plans of the eligible association for submitting protests against the Board of Estimate's action to abolish the labor class and put all existing labor titles into the competitive class—i.e., which affects the Commission's plan to abolish the labor class and put all existing labor titles into the competitive class—have been at work transferring individual cases.

The Board of Estimate's action, however, is being challenged by the Social Investigator Eligibles Association, which has set up a committee to handle individual cases.

The association has been at work transferring individual cases to the Board of Estimate for action. The board has been asked to take action on a resolution to transfer the title of Labor Class to the competitive class.

CIVIL SERVICE LEADER

October 29, 1940

The Leader Will Be Out Next Monday

Instead of Tuesday, as usual

The special publication date was set because of the election holiday. After next week, the Leader will resume publication on Tuesdays.
Too Many Women?

Those who believe there are too many women working in the federal service in Washington are about to be pleased. A close look at the latest semi-annual statistical report issued by the U. S. Civil Service Commission reveals that the Government service "is full of women employees." On June 30, the report reveals, there were 32,028 women and 66,067 men working here in the Government.

Outside the District the percentage of male employees was even greater. There are 79,993 males and 15,003 females.

Fact is, men made a larger percentage increase than men during the past six months. Making the greatest gains were defense purposes at that time. Since then another 40,000 have been placed on the pay rolls.

We are told by the Civil Service Commission, quoting conservatively, as it always does, that 120,000 new employees will be added between now and June 30, 1941.

This figure includes some 45,000 Navy yard employees and at least that number will be hired by War to train conscriptees, making sites.

Federal employees on June 30 numbered 1,062,250, an increase of 70,515 over the previous six months. Making the greatest gains were defense purposes at that time. Since then another 40,000 have been placed on the pay rolls.

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This figure includes some 45,000 Navy yard employees and at least that number will be hired by War to train conscriptees, making sites.

By CHARLES SULLIVAN

How to Get a Xmas Job in the Post Office

(Exclusive)

"I'd like a temporary job in the Post Office for the Christmas rush. Can I get it? How?"

October 29, 1940

The Post Office Department attempted to answer last week in a special notice to postmasters.

The notice said:

"Convinced that employers need men and women on the civil-service register to meet this Christmas emergency and have dependents, should be able to recruit additional personnel, in order of their needs. Vacancies have the required skills, and will be unemptied, and have dependents to support. The Postmaster General's department disapproves of the employment of close relatives of post office employees unless such relatives are unemployed and have families to support.

Requirements

However, postmasters are instructed to enforce to the program police rules designed to secure personal security to post office employees, both before and after they are assigned to work, as far as possible by substitute and temporary employees. It is not desired that the delivery of gift parcels on December 25 increase the number of regular employees required. Only regular employees and regular substitutes who volunteer their services will be used; the remainder of the work in connection with the distribution and delivery of gift parcels will be performed by temporary employees.

Where to Apply

New Yorkers who wish to apply for those temporary positions should remember that they cannot obtain work in the New York City General Post Office. They should apply to the postmaster of the area in which you reside of the last permanent residence. Manhattan and Bronx: Albert Goldman, Postmaster, General Post Office, 31st Street and Eighth Avenue, New York City, L. I. Brooklyn: Joseph A. Doyle, Postmaster, General Post Office, 25-31 Atlantic Avenue, Flatbush, 11. I. Long Island City: Francis J. Luitig, Postmaster, General Post Office, 31st Street and Eighth Avenue, Long Island City, N. Y. For Rockaway: Mrs. Ephraim F. Ball, Postmaster, Post Office, Rockaway, N. Y., Rockaway, R. I. Staten Island: Charles F. Pallister, Postmaster, Post Office, Bay Street, St. George, Staten Island, N. Y.

Residents of Nassau County, upstate New York and New Jersey who may be interested in securing temporary short-term postal work, are advised to apply directly to the Post Office in their communities.

U.S. Employees Die

In Service 33 Years

Charles J. Barry, 56, a federal Civil Service employee for 33 years, died suddenly last Friday. Barry for many years has been head of the Civil Service office in Moon and the Post Office in New York. Barry was an extremely popular employee of the Commission. He left behind him a high tribute for his distinguished and efficient work. Barry is survived by a son and daughter.

Telephone Operations

Civil Service Test Preparation

$5

PREPARE FOR THE STENOGRAPHER-TYPIST EXAMINATION

CIVIL SERVICE

CARD PUNCH OPERATORS

$6

NEW YORK BUSINESS SCHOOL

CARTRIDGE ACCOUNTING

We Have Placed Every Graduate

Call for Information

11 West 42nd St., Corner 7th Ave.

Call, Write, or Phone for Catalog

New York City, N. Y.
“The Civil Service Worker’s Friend”

RE-ELECT

U. S. Senator

JIM MEAD

CIVIL SERVICE NON-PARTISAN COMMITTEE FOR THE RE-ELECTION OF ROOSEVELT AND MEAD

Room 404, Hotel Biltmore, New York City, Murray Hill 3-6800
Presidential Poll-Caster Provisional in Audit Bureau
About to Lose State Job

During the past week The Leader office has received a number of communications from readers regarding Rogers C. Dunn, conductor of the presidential poll released by the Republican National Committee. Essence of these communications was this: Dunn is holding down a provisional job in the State service, yet he is on leave of absence.

1. Rogers C. Dunn, who lives at 1170 Fifth Avenue, New York City, is a provisional Secretary of State Examiner of Audits, working for the Department of Audit and Control at $3,000 a year, and assigned to the books of the State Insurance Fund.

2. He was appointed to this post on July 1, 1939, along with a number of other provisionalists, after the State appropriated $290,000 to set up a new auditing system.

Had Political Sponsorship

It is true that Dunn was a bottomless Democratic slush fund, according to a Republican chairman of the powerful Ways and Means Committee, his personal friend.

Dunn has worked for Republicans on many occasions, notably for Herbert Hoover. And during the 1936 campaign as Director of Research on Public Paying Positions.

In recent weeks Dunn has been fighting the unemployment commission. The Department's auditing system has not been paying him for three days when he has not been at work. During the coming week, no one expects him to report for work.

Dunn did not meet the entrance requirements for the test for Secretary of State Auditorship of State Expenditures taken by 55 candidates last December.

[Theodore Roosevelt Jr., a nine-year-old executive, five in government auditing, or b, eight years' experience in auditing State funds; or c, a satisfactory equivalent.]

At the request of Republican leaders, Dunn has been one of the candidates who have been marked, and Commission of Placement and Examinations has given the list the "catch-al" rule, number 8. This rules allows the Commission to exempt from exams employees doing temporal work of an occasional or exceptional character.

Less Than 3,500 File

For Unemployment Referee

Though official figures won't be forthcoming for another few weeks, it is known that filing for Unemployment Insurance Referee was below 3,500. Blanks are still coming in through the State Civil Service Commission's bureau of civil service.

[The written papers of 358 candidates have been marked, and Commission of Placement and Examinations has given the list the "catch-al" rule, number 8. This rules allows the Commission to exempt from exams employees doing temporary work of an occasional or exceptional character.]

Took Welfare Test—Would Not Be Rated

The few applicants for county welfare jobs in Akron who filed their applications in September 6 deadline will not be rated by the Welfare Board.

Voluntary Coverage

If you are an employee of a State or local government, the law requires you to carry workers compensation with the expense of the workers compensation insurance. If you are an employee of a State or local government, the law requires you to carry workers compensation with the expense of the workers compensation insurance.

Mechanics of Unemployment

The way unemployment compensation laws work is as follows:

Unemployment

Unemployment compensation laws work under the supervision of the Commission of Employment Security. A person who is unemployed due to a layoff or a reduction in force is entitled to receive compensation for a limited period of time.

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3,000 Candidates Take 34 Written Tests

More than 3,000 candidates competed in 34 written tests held Saturday by the State Civil Service Commission. Figures are not yet available on written tests announced at the same time, but to be held later this fall.

Most popular were these tests: 617 filed, 68 of them from New York City.

Auditor in the New York City Police Department—212, filed 137 from New York City.

Nurse—212, filed 137 from New York City.

Comptroller and Auditor of Sewage Treatment Plant—5.

Junior Epidemiologist—5.

Assistant Examiner of Town Highways—43.

Secretary to the Board of Education—42.

Toll Collector—464.

Assistant Examiner of Town Highways—46.

Secretary to the Board of Education—46.

Assistant Examiner of Town Highways—46.

Secretary to the Board of Education—46.

Senior Dentist—17.

Instructor in Physical Training—10.

Senior Tuberculosis Roentgenologist—9.

Janitor—55.

Hamilton—Sealer of Weights and Measures—9.

Rensselaer—Case Worker—10.

Oneida—Director, Children’s Division—10.

Onondaga—Stenographer. 68.

Onondaga—Special Deputy County Judge—51.

Westchester—Toll Collector—43.

The complete list of those filing:

State-Wide

Assistant Analytical Chemist—43.

Examiner of Town Highways—43.

Examining Teacher—104.

Assistant Public Health Nurse—104.

Instructor in Physical Training—9.


Medical Accountant—9.

Geographical Therapist—9.

Supervisor of Construction—6.

Supervisor—9.

Senior Deputy—9.

Senior Laboratory Technician—9.

Clinical Pathologist—9.

Senior Laboratory Technician—9.

Examiner—9.

Medical Inspector—9.

County

Albany—Engineering Assistant—3.

Chief Deputy—2.

Medical Officer—1.

Senior Civil Service Worker—23.

Hamilton—Deputy Sheriff and Warden—23.

Herkimer—Warden—23.

Chester—raiser—23.

City-Wide

Supreme Court Justice Schreiber

Schreiber, now running for a full term in the 2nd Judicial District on the Democratic ticket, came to the bench from a long career in the state attorney's office. He has been first assistant attorney in New York Supreme Court for years and was appointed Attorney General of New York State. He believes the sad end of a long career to be due to a series of "bucket shop" and fraudulent securities.

State to Inform Draftees of Tests

Qualifying physical tests for military trainees who pass the written tests are being administered for the first time in New York State. More than 3,000 candidates competed in tests on Saturday.

Army

Navigator—3.

Supply Driver—3.

Medical Records Keeper—3.

Police

Driver—3.

Fire Fight Apparatus—3.

Counter—9.

Seal of Weights and Measures—9.

Fireman—9.

Chemist—9.

For those that’s happening to YOU...

Glanze through the pages of the LEADER.

Here's news about a chance for a better job— or word about the list you’re watching. There's an item about your income tax... perhaps your next promotion opportunity... or something that's happening to real workers.

If you’re preparing for an exam, you'll find hints for studying and news about your chances for appointment. If you’re in service, you want to read about the bills and court cases that affect your pay, your tenure and your pension rights.

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WOMEN—MEN

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136 W. 54th St., N. Y. C.

Send the Leader to me EVERY week

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City: ...

Enclosed $2.00 for 52 issues — $1.00 for 26 issues

(10-22)

Civil Service Leader

97 Duane St., N. Y. C.

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(10-22)

The move to have veterans organizations Instead of Civil Service workers administer relief to veterans—already launched in New York City—is also gathering momentum in update communities.

In New York City, the plan has followed action of the Board of Estimate in shifting the title of veteran provisionals in the Welfare Department to veteran organizations.

Social workers in the Welfare Department

This was an attempt to shift the work of veterans who have been on the list for a long time.

They are now being placed on a different list for veterans, and will be considered for appointments only if they have been on the veterans list for at least six months.

The veterans list was started in 1918, and is now about 2,500 strong.

The plan was approved by the Board of Estimate, and is expected to be effective by the end of the year.

The new Social Welfare Law, which goes into effect on March 1, 1941, contains a provision that veterans who have been on the list for three years will be given preference in appointments.

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(10-22)
Tuesday, October 29, 1940

**Tasks for the Next President**

We don't know who will be elected next Tuesday. But whoever gains office must remember that the crown of functionalities of American government depends in good measure on the ability and morale of the people who really run its day-to-day affairs.

This means that the next President of the United States will not be able to make himself merely a little more than an idle lip-service to the party platforms dealing with government. It means that the merit system must be extended and enlarged.

Specifically, these are the immediate tasks before the next President of the United States and the men who work with him:

1. Passage of the Gunlaw, which would bring some 150,000 U. S. jobs under Civil Service.

2. Protection of the rights of government employees who aren't being treated fairly, is entirely true. New appointments. This argument doesn't stand up, be­cause within the last few weeks, and since Valentine's appointment. This argument doesn't stand up, be­cause within the last few weeks, and since Valentine's appointment.

3. Guarantee that every draftee may take any Civil Service exam for which he is qualified.

**More Cops Needed**

Why doesn't the city appoint new Patrolmen?

The only argument advanced to date against HY doesn't the city appoint new Patrolmen?

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The day William Hudson was sworn in as Commissioner of Welfare marked the beginning of the end of the fake charity racket. Petty chariots and professional racket man alike were spotted, trapped, and put out of circulation. Party fake or dubious "charity" schemes were being exposed in Great Britain, before they got started, and 125 operators were convicted.

Some of the set-ups were newly hatched frauds, and others were relapses of long standing. Some were operating out of a hole-in-the-wall setting; others were of "big business" proportions, with large staffs, imposing headquarters, and business cards. Most of them operated under the protection of a charter issued under the Religious Corporations Act, making it unnecessary for the operators to comply with a regulation that would require them to solicit funds. But the Commissioner went after them, regardless of their organization and means.

When William Hudson took office, January 14, millions of dollars were being handled by 125 operators, many of whom were handling grossest but glibulous New Yorkers by street solicitation and telephone salesmen.

Hudson attacked the heart of the biggest racket when he nailed one of the organizers of the fake insurance racket. Hudson, who is active in the fight to obtain a license from the Department of Sanitation and the Police Department in removing the stuff.

POLICE CALLS

By BURNETT MURPHEY

Efficient Valentine

An example of the efficiency of Commissioner Lewis J. Valentine, many years ago when he was more of a lawyer than of a public official, is revealed in information from the Supreme Court Justice McLaughlin in commenting on a case brought by male telephone operators against the city. They are suing to force the Police Department to use their switchboard operators. 11-Squad Commissioners are held by now presents by the Patrolman's L. I. U. Squad Chart Upr

The case will probably be decided by the Supreme Court. Hudson is at a loss just why the city will not be a party to the action.

The case is being settled by the Supreme Court. Hudson is at a loss just why the city will not be a party to the action.

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Still They Come

The Hudson River State Hospital, which received 44 men in military service, had not added seven other veterans.

Senator Dennis

Brian Dennis

The first day of the session was a red-letter day for the outgoing Senator Dennis. It was the Mayors' Dinn.

The Mayor thanked them for the event and for bringing the dinner to his house. The dinner was a great success and the Mayor was highly pleased.

Senators Dennis

Dennis has been a member of the Senate for many years and has represented his district with distinction. He is a member of the Interstate Commerce Commission and has been a strong advocate of the rights of workers.

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This Department of Information is conducted as a free service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions to: Question, Please?, Civil Service Leader, 97 Duane Street, New York City. If space does not allow printing your column, you will receive a reply by mail. Therefore, state your name and address. Questions for this column will be answered through analysis by a well-known Civil Service authority.

Question, Please?
by H. ELIOT KAPLAN
CONTRIBUTING EDITOR

Rights of Vets
D. A. B.: While a disabled veteran under the State Constitution is entitled to preference in appointment regardless of his standing on an eligible list, the commission may refuse to certify him for appointment if his disability is so serious as to make it virtually impossible for him to perform the duties of the job. So may the Department; the medical examination shows the disabled veteran physically unable to do the work. A disabled veteran may not refuse to perform with the condition or the department to examine.

Temporary Appointments
L. M.: Under the new law which went into effect October 1, 1940, temporary appointments not to exceed six months may be made when it appears to the satisfaction of the Civil Service Commission that the position is not one which would normally be deemed a permanent position. If the appointment goes beyond the six-month period, the position is permanently one and may be filled as such. Successive temporary appointments beyond the six-month period are not permissible. Without knowing the exact facts in the particular case you refer to it is not possible to state whether or not the decision in the Hillenrad case may apply to your case. The court of appeals has not yet decided the Hillenrad case. The Leasing will discuss your case and render a decision.

An Open Letter FROM DR. SHIRLEY W. WYNNE
TO ANSWER YOUR QUESTIONS ABOUT THE
5c A DAY HEALTH PLAN

ASSOCIATED HEALTH FOUNDATION, INC.
57 W. 57th St., New York
Telephone Plaza 5-4760

TO ALL CITY, STATE AND FEDERAL EMPLOYEES FOR MORE INFORMATION ABOUT THE ASSOCIATED HEALTH PLAN, PLEASE WRITE DIRECTLY TO ASSOCIATED HEALTH FOUNDATION, INC., 57 W. 57TH ST., NEW YORK.

WHAT DO I GET?

TO ALL NEW YORK CITY EMPLOYEES:

You are hereby notified that the newly created 5c a day Health Plan of the Associated Health Foundation is ready to serve you and your families.

The Plan is designed to provide the maximum amount of protection against the cost of illness. It offers coverage for:

1. Hospitalization
2. Surgery
3. Medical treatments
4. Drugs prescribed
5. Doctor's services
6. Laboratory and X-ray examinations
7. Ambulance service
8. Dental care
9. Womens' care

WHAT DO I PAY?

No premium is required for the individual policy. The only cost is the 5c a day paid for the plan.

MUST I GO TO A CLINIC?

No. Your own physician can prescribe the necessary treatment. If for any reason you should desire to use a member of the Associated Health Foundation staff, you may do so. The charge will be the same as if you had gone to a private hospital or to a regular doctor.

HOW DO I GET CARE?

If you have a regular doctor, go to him. If you do not have one, go to the office of the Associated Health Foundation at 57 W. 57th St., New York City. A health professional will see you immediately. In many cases, your treatment may be started that day. You and your family are covered.

WHO SUPERVISES THE PLAN?

The plan is supervised by the Board of Directors of Associated Health Foundation, Inc., a non-profit organization.

WHO IS BEHIND IT?

The plan is supported by Associated Health Foundation, Inc., a non-profit organization. It is not connected with any hospital or medical school.

WHO MAY JOIN?

Any regular employees of the New York City government, except those in the police, fire, and sanitary departments, may join.

SHIRLEY W. WYNNE.
M.D., D.P.H., F.A.P.H.A.
Director, Public Health Department.

Tuesday, October 29, 1940
Background of The Week's News

Salary Schedule For Clerical Work

A formalized salary schedule and regulations on classification of the clerical workers in the Board of Education department has been carried out a policy adopted two years ago. The classification of the clerical workers falls into three groups: Junior, Senior, and Junior-Senior Clerks. Each group has a minimum and maximum salary.

The following salary ranges were established for the clerical workers:
- Junior Clerks: $1,120 to $1,300
- Senior Clerks: $1,400 to $2,000
- Junior-Senior Clerks: $1,500 to $3,000

Under this plan, employees in the clerical department are subject to dismissal or demotion if they do not meet the qualifications set for beginning their daily work, and must remain at work up to the time set for quitting. Washing up and changing of clothing is not permitted at the time set for quitting. Washing up and changing of clothing is not permitted at any time in the park system.
P. Jr. Administrative Asst.

To City Exams

ATTENTION: ALL WHO PLAN TO TAKE THE COMING EXAM

The Leader has prepared a special pamphlet to help in preparing for the coming examination. To obtain a copy of this excellent training material, enclose only 25 cents to cover cost of handling, and send to Box 104, Civil Service Leader, 97 Duane Street, New York City.

Junior Engineer (Mechanical), Grade 3 (competent)

For State Jobs: Obtain applications at 40 Centre Street, New York City.

How to Apply for a Test

For City Jobs: Obtain applications at 30 Duane Street, New York, 13, and file by November 26, 1941. All applications must be in the office of the Municipal Civil Service Commission at 30 Duane Street and entitle the applicant to an examination, if he is not a member of the Civil Service. There is a $1.00 fee charged for city and State exams, not for federal.

For Federal jobs: obtain applications from U. S. Civil Service Commission, 61 Washington Street, New York City, 13, by November 26. Applications are available by mail or in person at the nearest Federal office, District Office.

U.S. Tests

The "weights" listed for various titles on these pages refer to the relative value of the written and oral parts of the exams. Therefore, if the weight of the written part of an exam is 30, this means that the written part counts for 30 per cent of the final mark.

Aeronautical Inspector ($1,200-$3,500)

Applicants must have had two to six years' experience in the inspection of aircraft or in the testing of aircraft or the manufacturing or repair of aircraft. Age limit: 55.

Aircraft Inspector (Factory) ($2,000)

The Inspector of Aircraft (Factory) is a member of the design and construction division of the Civil Aeronautics Authority, where he is responsible for the enforcement of regulations affecting the design and construction of aircraft. Age limit: 55.

Air Carrier Maintenance Inspector, Associate ($2,000)

The Inspector of Air Carrier Maintenance is a member of the design and construction division of the Civil Aeronautics Authority, where he is responsible for the enforcement of regulations affecting the design and construction of aircraft. Age limit: 55.

Mechanical Engineer ($1,700-$2,400)

Applicants must have had two to six years' experience as a mechanical engineer in the design and construction of aircraft engines and their accessories. Certain substitutions are allowed.

Civil Engineer ($1,800-$3,000)

Applicants must have had two to six years' experience in the design and construction of civil works or in the supervision of civil works. Certain substitutions are allowed.

Civil Engineer (Aeronautical) ($1,200-$2,600)

Applicants must have had two to six years' experience in the design and construction of aircraft or in the supervision of aircraft. Certain substitutions are allowed.

Civil Engineer (Astronautical) ($1,200-$2,600)

Applicants must have had two to six years' experience in the design and construction of aircraft or in the supervision of aircraft. Certain substitutions are allowed.

Civil Engineer (Electrical) ($1,200-$2,600)

Applicants must have had two to six years' experience in the design and construction of aircraft or in the supervision of aircraft. Certain substitutions are allowed.

Civil Engineer (Mechanical) ($1,200-$2,600)

Applicants must have had two to six years' experience in the design and construction of aircraft or in the supervision of aircraft. Certain substitutions are allowed.

Civil Engineer (Aeronautical) ($1,200-$2,600)

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How Would You Like to Be an Army Hostess?

Last week the army listed the requirements for a job whose purpose it is to add "a feminine touch" to tough army life.

Between the ages of 25 and 50, and must have had four years of high school, or equivalent; must have had experience as hostess, or equivalent, in military, government, or private quarters. If government quarters will be furnished, but by the army itself.

Applicants must have experience in marine engineering, inspecting and testing related equipment, maintenance and repair of equipment, and experience in the field to substitute year for year.

Salary: $1,620; Inspector, $2,000; Marine Engineer, $3,200.

Applicants must have a college degree in engineering or naval architecture. College experience in related fields is required. There is no accommodation available for dependent children over 10 years of age.

Salary: $200.

Applicants must be U. S. marines who have completed a specified training period. Applicants who have had a college degree in marine engineering, inspection and testing of related equipment, and experience in the field to substitute year for year.

Salary: $1,620; Inspector, $2,000; Marine Engineer, $3,200.

There's gold in them there books . . .

Higher grades mean better jobs for you!

LEADER BOOK SHOP
97 Duane Street, New York

Border Patrolman

Unemployment Insurance Referee

Carpenter--Practice & Preparation guide to apprenticeship, vocational, academic, arithmetic, etc

Junior, Senior and Graduate Examinations

Civil Service Examiners, Waterfront Service

Fireman Promotion Preparation

Fireman Study Book

How to Become a Fireman

Fire Extinguisher Operator's Manual for professional fire-fighters by Lowell M. Lippert

Fire Prevention Code

Patrolman Study Text

Police Manual

FULL GROWTH

Everyday Life

Everyday Mathematics

General Math

Guide to Municipal Government

Outline of Government

State Trooper

State Trooper

Government

MISCELLANEOUS

Legal, Political and Business Guide--A practical handbook on business, law and business ethics, taxes and labor law

Mental Multiplication--A pamphlet by Charles Lipkin that will make your mathematics calculations easier . . .

Precision Lens, Prism and Test Plate Maker

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Precision Lens, Prism and Test Plate Maker

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Higher grades mean better jobs for you!
New U.S. Exams for Tailors, Clothing Workers

The Week's Federal Exams

Telephone Construction
Salary: $2,000
File by November 5

To supervise a telephone construction crew, engage in supervising the physical and systematic methods of manufacturing and assembling telephone equipment.

Requirements
Applicants must have had two years of experience in general telephone construction, supervising men, and maintaining equipment in good operating condition. Must be able to direct and control labor efficiently and fairly.

Basis of Ratings
Applicants will be rated on their experience and fitness on a scale of 1 to 100.

Principal Field Representative
Salary: $4,000

Field Representative
Salary: $3,200

Assistant Field Representative
Salary: $2,600

Applicants will be rated on their experience and fitness on a scale of 1 to 100.

Salary: $2,000

Duties
Under general supervision, to acquire and maintain a following of business among tailors and clothing manufacturers throughout the country for the purpose of trade association work, trade-union work, or the development of standards in industry; or in the administration of labor legislation.

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Applicants will be rated on their experience and fitness on a scale of 1 to 100.
State Announces Two New Buffalo Exams

**Upstate Exams**

(County exams are open only to residents of the particular county for four weeks immediately preceding the examination dates.)

**Herkimer County**
- Game Protector. (Qualifying examination for Game Protection Department, Page 3.)

**Westchester County**
- General Storekeeper, Purchasing for Hospital Authority. (Salary range $3,301-$3,600; one appointment examination; appointment, but may be replaced.)

**Requirements**
- A valid driver's license (not over 5 years old) in the State of New York must be furnished at the time of appointment. Successful candidates will be given temporary certificates and must furnish and operate personal vehicles.

**Scope of Exam**
- Written text covered: training and experience counts.

**Buffalo**
- Director of Operation and Maintenance

**Duties**
- Plan, direct, and supervise all operating and maintenance activities to ensure a smooth orderly work.

**Scope of Exam**
- Written test: counts training and experience.

**Syracuse**
- Deputy Director of Police

**Duties**
- Under supervision of Director of Police: Bureau of School Induction, choristers, make inspections of local property where schools; assist the dentist; when necessary, little classroom health work.

**Scope of Exam**
- Written test: counts training and experience.

The financial reward of the Commission is $1,200 to $1,600 per year. The successful candidate must have 10 years' experience as a public health nurse and have maintained these values at $24.75 and $29.75.

- Superintendent of Operation and Maintenance

**Duties**
- Superintend the daily functions of the Hospital Authority, maintaining all necessary departmental equipment; or (c) a combination of these.

**Scope of Exam**
- Written test: counts training and experience.

**Economy" Casts Shadow On Coming State Tests**

The ancient shadow of low finances again hangs over the examination prospects of the State Civil Service Commission. The Commission has the right either for the exam for Compensation Referee or the series tentatively scheduled for December will be held this year. First hope now is in a series in January, for which announcements must be forthcoming late next month.

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CIVIL SERVICE LEADER

Census Bureau Begins Discharging Temporary Employees; Card Punchers May Get Full Year's Work

WASHINGTON—The Census Bureau is beginning to discharge the millions of temporary employees it has employed in recent months. However, the agency is in the process of hiring more card punch operators. It already has approximately 20,000 additional personnel on the books, and another 70,000 are expected to be hired before the end of the year. The Bureau has been ordered to report tomorrow on the progress of the census. However, the agency's procurement officers cannot supply the bureau with sufficient supplies to meet the needs of the operation. A card punch test sometime in November will determine if 2,000 or 2,500 operators will be needed for the census. The Census has about 8,400 employees, excluding the 20 million who have worked for the agency since 1910. Nearly 1,000 are permanent employees, the remainder being seasonal workers between October and December, and about 9,300 temporary workers will be called in the first week of January.

Natural State List

Four lists for Senior and Assistant Examiners of Methods and Procedures in the Division of Placement and Unemployment Insurance are posted by the State Civil Service Commission. These represent the first of a joint series of tests to be held by the Department of Labor and the Department of Public Welfare.

Senior Examiner of Methods and Procedure

Prom. No. 105, (Usual salary range $1,900-$3,100; appointment expected at minimum, but may be made at any time.) 1. Helen E. White, 50.22 (New York); 2. Dorothy H. Walker, 48.78 (Michigan); 3. Charles M. Hubert, 48.61 (New York); 4. Allen T. Rider, 51.02 (New York). Open competitive No. 4. (Usual salary range $1,700-$2,700; appointment expected at minimum, but may be made at any time.) 1. Harold K. Williams, 48.22 (New York); 2. Walter A. Wood, 79.74 (Queens). Assistant Examiner of Methods

Prom. No. 105, (Usual salary range $1,900-$3,100; appointment expected at minimum, but may be made at any time.) 1. Harold K. Williams, 48.22 (New York); 2. Walter A. Wood, 79.74 (Queens).

PHYSICAL CHECKUPS

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The Study Corner

Study material for the Assistant Examiner, New York City Information Bureau exam is being distributed by the Municipal Reference Library... the list includes all the standard guides, the two WPA project studies of New York City government, the Quarter, Official Greenbook, Renewable Energy, "The Buildings Management..." the exam will probably cover testing methods and personnel psychology.

Almost all the motor civil service training schools are working for correspondence courses for drone... they will give the same courses by mail as those who attend class...

Note that the tests and exam are marked just as you are marked in studies, except that the tests are not graded. The fee is $50 for three months. We are publishing a new manual for police officers on the use of photographic equipment. It was recently published by the New York University Press, a study of "The Thousands of Strikes of Government Employees," by R. W. O. Meade. A course for "The Buildings Management..." the exam will probably cover testing methods and personnel psychology.

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WILL YOU TAKE
50c FOR YOUR DOLLAR?

You, a worker, have saved and scraped to buy life insurance so that your wife and family will not be left in want. You have put money in a Savings Bank for that "rainy day" when you'll need help. Let's say you took out a $1,000 Life Insurance policy—or you're saving to get $1,000 in the bank. You make a lot of sacrifices to pay your insurance premium. You make weekly savings bank deposits. You expect that $1,000 policy to be worth $1,000 when you die. You expect that $1,000 in savings to be worth $1,000.

BUT . . . WILL IT?

If the New Deal shall continue for 4 more years, and 50% inflation follows—which is altogether likely, judging from the way government spending and taxation is going on—that $1,000 Life Insurance policy and that $1,000 you've put into a Savings Bank will each have a purchasing power of only $500! In other words, inflation will take away 50% of the real value of your Life Insurance policy and your savings. Your family, in case you die, will get only 50c value in return for every dollar you've planned for them! That's not very comforting, is it?

Better Be Safe Than Sorry!

Spike this condition NOW before it drags on for another 4 years from bad to worse. Prevent inflation that will return you only 50c for your dollar saved. Protect the full value of your Life Insurance policy—and your Savings Banks Deposits! There's ONE way and only ONE way to do it . . .

VOTE FOR WILLKIE

He knows labor. He learned about it by working with his hands and muscles.

He knows business. He learned about it by succeeding in business.

He learned about war by enlisting as a private and fighting for his country in 1917-18.

He learned about Americanism by being born, raised and trained in the true American way.

He will keep his word;

Play fair with the people

Protect your savings and social security

Create more jobs

Speed up production for strength in war and

Prosperity in peace.

PEOPLES COMMITTEE TO DEFEND LIFE INSURANCE AND SAVINGS

MARRIAGE HARRISON ........... Pennsylvania
S. H. BEECH ................. New York
MAURICE BENJAMIN ........ New York
ARILDE H. ROSWORTH ....... Colorado
W. L. BOYER ................. Minnesota
LEWIS E. COMSTOCK ....... New York
JUEN E. COFFREY .......... Kansas

BENJ. M. MACDOUGAL ....... Rhode Island
H. S. NEWELL ............... Minnesota
ARTHUR S. PIERCE ........... Maine
J. W. POWDRELL .......... Connecticut
J. W. POWDRELL ........... Colorado
M. E. PURSFUER ............. Rhode Island
L. S. SCHUSTER .............. Ohio

ADDISON J. SEVIN ............ Pennsylvania
F. M. SMARTY .............. New York
ERNEST W. TEAVIS ............ Ohio
GEORGE W. ROBETT ......... Illinois
ROBERT E. SMITH ............ New York
H. T. M'DERMOTT .......... Pennsylvania

THIS ADVERTISEMENT WAS PAID FOR BY THE CLEAN GOVERNMENT COMMITTEE FOR WILLKIE, 41 PARK ROW, NEW YORK, N. Y.
Laborers Direct Conference to Wash.

At a meeting held on Oct. 31st, the Laborers District Council of New York and the Local Sub-Committees, consisting of President Harold Markovitch, Vice-President Nathan M. Simon and Secretary-Treasurer Solomon Aaronson, will confer with the Post Office Department officials in Washington on November 1st with their national president, Willis A. Abell. The laborers are attempting to bring about a change in the existing regulations covering the non-commercial examinations for laborers to that of commercial. The laborers maintain that under the existing rules, a number of important services are not available for commercial contracts. From Washington, the delegation will attend the semi-annual Eastern District conference to be held on November 4th at Philadelphia. The annual Entertainment and Dance was held on Saturday evening, October 29th, at 450 East 5th Avenue; Postmaster Albert Goldring (in residence to Washington).

Laborers Direct Conference to Wash.

BMT Holy Name Society in Communion Mass

At Father Louis J. Mullen's residence, 146 East 10th St., the BMT Holy Name Society of the Cathedral of the Holy Trinity will conduct its Holy Name Mass at 11 a.m. The Mass will be attended by Bishop of the diocese of Brooklyn, Father Molloy, Bishop of the diocese of Brooklyn.

BMT Holy Name Society in Communion Mass

Welfare Clerks To Discuss Rating Board

A meeting of the Welfare Clerk's Association of the Department of Welfare will meet Monday, November 14, at the Hotel School, 724 12th St., Manhattan. The meeting is scheduled for 11:45 a.m.

Sanitation Candidates Form Eligible Group

A new movement has started to form an eligible group of men who will work on the Sanitation Board. It is a reasonable assurance that a place on the list has been secured for the next test. The Civil Service Leader, 97 St. Avenue, 8th floor, is in charge of the project. Plans for radio broadcasts will be reported by the Civil Service Committee of the Sanitation candidates. Public broadcasts by the Department of Sanitation will be held at 9:45 and 11:45 a.m. on Saturday, November 5th.

Sanitation Candidates Form Eligible Group

Forum Butchers Meet

A meeting of Butchers will be held at the Civil Service Forum at 260 East 48th Street, Manhattan, October 31st at 9 p.m.

Postal Eligibles May Obtain Petitions

The P.M. of the Postal Eligibles Association of the City of New York will be held at the Senate Chamber, New York, October 31.
CIVIL SERVICE LEADER

Your Choices for Appointment
And Latest Certifications

Following is a tabulation of certifications made by the Municipal Civil Service Commission during the past week. All lists which were certified to city departments appear alphabetically.

Readers should remember that certification does not necessarily mean appointment. Usually more names are certified than there are vacancies. Also, it is not unusual for the department making the appointment to notify all the persons certified to it by the Commission.

Anyone who has a question concerning the certification of his list should call or write the Information Bureau, Municipal Civil Service Commission, 295 Broadway, New York City, 1-8680.

If you have any questions, call the Information Bureau at 295 Broadway, New York City, 1-8680.

Antitrust Chemist (App. for Inspector of Police)-Dept. of Police. (3) Last number certified, 19.
Assistant Chief Inspector (App. for Inspectors of Police) - Dept. of Police. (2) Last number certified, 2.
Assistant Professor of Public Health (App. for Assistants in Public Health) - Dept. of Health. (2) Last number certified, 6.
Assistant Professor of History (App. for Assistants in History) - Dept. of Education. (1) Last number certified, 3.
Assistant Professor of Biology (App. for Assistants in Biology) - Dept. of Education. (1) Last number certified, 3.
Assistant Chief Engineer of New York Central Railroad System (App. for Assistants in New York Central Railroad System) - Dept. of Public Works. (1) Last number certified, 3.
Assistant Inspector (App. for Inspector of Police) - Dept. of Police. (1) Last number certified, 2.
Assistant Professor of Physics (App. for Assistants in Physics) - Dept. of Education. (1) Last number certified, 3.
Assistant Professor of Chemistry (App. for Assistants in Chemistry) - Dept. of Education. (1) Last number certified, 3.
Assistant Civil Engineer (App. for Assistants in Civil Engineering) - Dept. of Public Works. (1) Last number certified, 3.
Assistant Inspector (App. for Inspector of Police) - Dept. of Police. (1) Last number certified, 2.
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Civil Service Employees

Here's Roosevelt's Record:

★ He Increased and Maintained Civil Service Salaries

★ He Transferred More Than 50,000 Jobs to the Classified Service

★ He Placed Thousands of Postmasters Under Civil Service

★ He Is Protecting Civil Service in the National Defense Program

★ He Sponsored and Is Supporting the Ramspeck Bill, Which Will Extend the Merit System to the Entire Federal Civil Service

★ He Appointed the Reed Commission, to Study and Improve Civil Service

"The new Executive Orders, issued by President Roosevelt... will prove to be one of the greatest advances of the extension and improvement of the Federal Civil Service."

--- Annual Report, National Civil Service Reform League, 1938