HARRIMAN ISSUES GRIEVANCE PLAN; PROCESS SIMPLER, APPEAL BOARD TO SETTLE EMPLOYEE COMPLAINTS

CSEA Asks $30 Million For State Pay Increase, More Fringe Benefits'

Calls for Rise In State's Pension Contributions

ALBANY, Aug. 8 — The campaign of the Civil Service Employees Association for a "substantial" salary increase for State employees, took a step forward last week.

The CSEA's salary committee formalized a resolution calling for an appropriation of at least $30,000,000 to provide the following benefits:

1. A substantial salary increase for all State employees.
2. Establishment of a fund sufficient to provide for correction of inequities which continue to exist and those which may become apparent as a result of future developments.
3. An insurance program to provide for medical, surgical and hospital benefits for all State employees and in its proportion to the retirement allowances.

The full resolution reads:

WHEREAS, current allocations to State-paid medical, surgical and hospital coverage, and an increase in the State's contribution toward retirement allowances.

BE IT RESOLVED, that the Association seeks administrative and legislative approval of an appropriation of at least $30,000,000 to provide the following benefits:

The Governor announced plans for a "substantial" increase in the pay of all State employees and in the proportion of the State's contribution toward retirement allowances.

ALBANY, Aug. 8 — Governor Harriman has established, by executive order, new grievance procedures for 75,000 employees in the Executive Branch of the State Government, and providing for a grievance board as an appeals agency.

The new orderrevives and superseded one which has been in effect since February, 1960.

The procedure provided by the previous order had been suspended as cumbersome. It was also felt that the Personnel Relations Board, a panel whose membership was selected from panels of State employees, did not have sufficient authority.

As a result, the plan was considered unworkable.

Aided by Employees: Department Heads

Governor Harriman acknowledged the contributions of and cooperation with the Civil Service Employees Association, the New York State Congress of Industrial Organizations, and the New York State Federation of Labor and affiliates, in developing the plan. As finally drafted, it was approved by these groups.

The Governor said that the order should provide for settlement of differences through an orderly grievance procedure.

"The policy of this Administration."

(Continued on Page 16)

Javits Offers Bill As 3 Get Awards For Bright Ideas

Three employees of the State Department of Law were the first to receive awards offered by Attorney General Jacob K. Javits in the merit award contest he announced.

Mr. Javits offered two cash prizes semi-annually for suggestions by employees for improvements in the operation of the Law Department.

The first prize of $50 went to David Clurman, junior attorney in the Securities Bureau of the NYC office, for suggesting and compiling a handbook to the Securities Fraud Law.

Another prize of $50 went to David Clurman, junior attorney in the Securities Bureau of the NYC office, for suggesting and compiling a handbook to the Securities Fraud Law.

The Attorney General made duplicate cash awards of $50 each to Mrs. Adele Graham, junior attorney in the Immigration Bureau of the NYC office, and Emil Wolder, a law clerk in the Real Property Bureau of the Albany office, for similar suggestions. Mrs. Graham and Mr. Wolder were selected from panels of State employees for Improvements in the Civil Service Commission.

Here's how the new and flexible policy developed by the State Civil Service Commission is working out in practice as applied to one State agency.

Appitude tests have been developed by the Civil Service Department, under the direction of Employment to aid in selection of trainable employees.

Below this program, a trainee employee takes a starting salary of $3,400 a year and is evaluated continuously during a probationary year after which he or she is evaluated continuously during a probationary year after which he or she is eligible for promotions.

(Continued on Page 11)

Competitive Oral Tests To Decide Promotions; DE Experiment to Spread

ALBANY, Aug. 8 — Streamlined civil service examinations are serving the needs of various State agencies and departments under a new policy of accepting "reasonable variations" in examining techniques to fit the needs of different departments.

State employees who haven't taken a competitive exam for some time are in for some surprises on their next go-round.

How New Plan Works

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(Continued on Page 11)
Security Program's Range Includes All Agencies
U. S. Appeals Court Holds

WASHINGTON, Aug. 8 — In a 2-to-1 decision the United States Court of Appeals has upheld the authority of the President to order employees dismissed, regardless of the security program to which they do not work in "sensitive" positions. The "sensitive" ones were those whose work may affect national security.

Minority Opinion
Kendrick M. Hotaling, who dissented, said that department has nothing to do with who is "sensitive," that the President's executive order exceeded the authority granted, and that only employees of "sensitive" agencies should be affected, hence was illegal and invalid.

The majority opinion stated that while 7000 aides, who were designated some agencies as sensitive, and authorized their dismissal, the employer extended authorization was meant to include all employees; and were so were "sensitive" ones, in the President's employable opinion, "sensitive" ones that could not be deemed to be "sensitive."
Blue Cross - Blue Shield
Enrollment. Additional Coverage Available Now

ALBANY, Aug. 8 — State employees wishing to enroll in the Blue Cross and Blue Shield medical plans or increase their present coverage must do so during the month of August.

Application forms may be obtained at your place of employment. 

WHO MAY APPLY
Any employee on a State payroll, except Legislative payrolls on which arrangements for payroll deductions cannot be made. Payroll deductions cannot be arranged for Legislative employees, if new applicants can not arrange for payroll deductions to start on the last day of November State payrolls to pay your Blue Cross-Blue Shield monthly in advance from December 16 on.

Blue Cross-Blue Shield will bill you for any necessary payment to keep your contracts in effect until the date payroll deductions pay thereafter, or will refund to you for any period beyond the date payroll deductions pay your contract in accordance with your plan's regulations.

IF YOU ALREADY HAVE ONLY BLUE CROSS BLUE SHIELD
You can file application and payroll deduction authorization furnished by your Blue-Cross-Blue Shield as explained in the paragraph below. You may apply for Blue Cross only, or both Blue Cross and Blue Shield State employees, exclusive of Legislative employees, if new applicants can not arrange for payroll deductions to start on the last day of November State payrolls to pay your plan's regulations. You may file application and payroll deduction authorization furnished by your Blue-Cross-Blue Shield as explained in the paragraph below. You may apply for Blue Cross only, or both Blue Cross and Blue Shield State employees, exclusive of Legislative employees, if new applicants can not arrange for payroll deductions to start on the last day of November State payrolls to pay your plan's regulations.

ATTENTION NEW EMPLOYEES
A new State employee, if not a Legislative employee, may file application and payroll deduction authorization furnished by your Blue-Cross-Blue Shield as explained in the paragraph below. You may apply for Blue Cross only, or both Blue Cross and Blue Shield State employees, exclusive of Legislative employees, if new applicants can not arrange for payroll deductions to start on the last day of November State payrolls to pay your plan's regulations.

Eight New Titles In State Service
ALBANY, Aug. 8 — There are eight new titles in State service, as J. Earl Ciulla, director of classification and compensation, has announced:

The titles and salary range: Assistant to the Director of the Department of Social Welfare, $5,610 to $6,700. Associate in education of handicapped, $4,350 to $5,460. Principal physician, $5,460 to $6,600. Supervisor of welfare institution education, $5,640 to $6,970.

CSEA Fights on New Grievance Plan
The CSEA has endorsed the new grievance procedure promulgated by Governor Harriman's executive order although there is no employee representative on the top administrative board.

We believe that, on the whole, the new order embodies the most forward-looking policies and proceedings in this field that have yet been adopted in any jurisdiction. The new grievance procedures, which have developed from our conferences with the Governor during the past six months, contain most of the basic provisions that the CSEA has sought during the past 10 years.

Confidence in Board Appointments
Although we have consistently maintained that there should be employee representation on the top administrative board, we are willing to give the three-member board, with two public representatives, a fair trial because of our confidence in the type of appointments we may expect from Commissioner President Alexander A. Falk, and the statements of Governor Harriman emphasizing his interest in good employee-management relations and his desire to establish workable procedures for the settlement of grievances in public employment.

We Must Give Cooperation
On our part, we shall give the Administration our wholehearted cooperation in the endeavor to obtain just solutions of grievances, complaints and inequities in the State service. We agree with the statement of Commissioner Falk that there is more confidence that as "bugs" are located, they can be eliminated; that in due time—after experience has shown what final form these procedures should take—our confidence in the Governor's Executive Order should be justified.

In the meantime, we shall advise all Association members throughout the State to make full use of the new procedures as a means for the equitable settlement of grievances.

The State Scene

CSEA Units
In Suffolk Plan Dance

BAYHILL, Aug. 8 — Success of the picnic held jointly by CSEA Blue Cross-Blue Shield Corporation serving your area. Subscribers will retain their present accumulated benefits. Completed forms must reach your Blue-Cross-Blue Shield Corporation by August 31 for payroll deductions to start on the first day of November.

Six Employees Appointed to Appeals Board

ALBANY, Aug. 8 — Governor A. D. Dix has appointed five State employees to the State Classification and Compensation Appeals Board in the Department of Civil Service, bringing the board up to full strength.

Joe Corrigan, chief budget examiner in the Division of the Budget, and Henry McFarland, director of the Division of the Civil Service Department, were reappointed.

New appointees are Joseph J. Kelly, Deputy Comptroller, Mrs. Elizabeth Letween, assistant director, Bureau of Research and Statistics, Social Welfare Department, and Ronald W. Herodes, director, business management and personnel, Educational Department.

The Governor required one member, William Tenney, personnel director for the State Thruway Authority, and filled two vacancies.

There are about $800 salary appeals before the board affecting between 17,000 and 20,000 State employees. The largest single appeal has been filed on behalf of one of the Civil Service employees, making determinations on all appeals from adverse decisions of the Director of Classification and Compensation. Successful appeals could mean a year's salary without having to appeal to higher levels.

Jas. R. Stone
Appointed to Parole Board

ALBANY, Aug. 8 — One career man has succeeded another career man as the new Classification and Compensation Appeals Board member.

James H. Stone, supervisor of the Buffalo office of the Parole Division, was the only successful candidate recently for a State Correction Commission, Mr. Stone will serve for the balance of the whole 90 days of his first 90 days of service. We agree with the statement of Commissioner James R. Stone.

In the meantime, we shall advise all Association members throughout the State to make full use of the new procedures as a means for the equitable settlement of grievances.

VIRGINIA LEATHER, popular social worker for the Civil Service Employees Association, is in line for a State promotion. She was the only successful candidate recently for a promotion exam for senior training technician. Promotion in a State Service job with salary of $5,220 a year.

Sam Cuilla, former Civil Service Department employee who has been renamed to a name for himself in the national magazine field, has taken a Health Department publicity post. A Classification and Compensation technician for five years, Mr. Cuilla only recently was named to the department for publicity work. His short stories have appeared in American Magazine.

New York's beautiful female chamber drew high praise from a youthful visitor this week. A capitalist social worker turned his mother on entering the chamber and whispered: "Gee, Mom, isn't she beautiful?" Davy Crockett went to Congress.

Some 28 watchmen in the Capitol have received notices their jobs have been reclassified to building guard or elevator operator position. If they become vacant, they'll be filled by competitive examination. Elimination the eliminating 28 positions from the so-called patronage class.

Robert Dulittle is one of the most active Civil Defense volunteers in the Albany area. He's also a new associate personnel technician in the Civil Service Department. Dulittle reports to the Personnel and Compensation Division. Other PT promotions at the principal level include Charles C. Vanhorn and Don Bruce.

Some recent Audit and Control rulings affected public employees. The Accounting section rules as a "town may not contribute benefits to civil service employees." Stated in a "sunk accident and health insurance plan, but may deduct the full cost of such coverage from employees' wages." "An increase in pay for village employees may not be made retroactive."

Correction Commissioner Thomas J. H. McHugh (at head of table) and officers and delegates of the Correction Confer- ence, Civil Service Employees Association, at a recent luncheon were: Henry Dillon, Asparagus: Jimmie, son; Jim Vollo, son; Sing Sing; David Duncan, Woodhouse; Albert Foster, (top of head showing); Dennison; Joseph Grabble, Napan- eague, Conference president, Auburn; Com-
Town See Before You Buy

Packard

WHAT?

A NEW CAR for $495 COMPLETE

For this Low Down Payment

with a $90 DOWN PAYMENT

AL LAFAYETTE, INC.

ROCKVILLE

Center Motors

Ro 6-9720

355 Sunrise Highway
Rockville Centre, L. I. N. Y.

Brand New 1955 TRAVEL AIR

FOR FREE GIFT

Patrolman

And Guard

Tests to Open

ALBANY, Aug. 6 — The State Civil Service Department will receive applications in a wide range of examiners starting on August 22. Do not attempt to apply before then.

The statewide open-competition exams include institution examiner, $7,250 to $8,250; district patrolman, $5,250 and building guard, $3,500.

Last day to apply will be Friday, August 29.

Written tests are scheduled for Saturday, October 29.

Several tests are given during the same period for residents of localities:

Henry, Parkway Jobs

The state-wide exams, in addition to those mentioned above, are:

Associate in agricultural education, $6,000 to $8,000.

Realtor (commercial), $5,000 to $8,000.

Chief rent accountant, $7,000 to $8,000.

Assistant mechanical estimator, $5,250 to $6,400.

Pathway foreman, $9,250 to $9,500.

Canal structure operator and bridge operator, $2,970 to $3,750.

The following tests will be open only to residents of the areas mentioned:

Cashiers Needed

Navone Auto Sales

Manhattan's Oldest Factory Authorized Dealer

Open 11 A.M. to 9 P.M.

Why Pay 5th Ave. Prices!

55 OLDS “88”

2-door, fully equipped with Hydramatic, radio, heater, special deluxe steering wheel, large chrome discs, special 2-tone paint, signal lights, tubeless tires

$2445

Paragon Oldsmobile

Authorized Olds Dealer Over 25 Years

5466 Street & Northern Blvd

N.E. 8-6490

1 Block Northern Blvd, Steilens 4th Ave, N.E. Suburban

5 minutes from 59th St, Bridge

Low bid

State Commission to Aid Joint Study of Contract Hiring “Bus Issue”

The State Civil Service Commission should be given the chance to conduct a joint study of the contract hiring “bus issue,” which is not in accord with the intent of the law and putting a stop to them altogether. On the other hand, there is some evidence that through the years abuses have been committed that have resulted in a highly discriminatory system. The law 45, dealing with contracts of employment or facilities have been little more than regular employment contracts which should have been subject to the regulations of the Civil Service law.

Falk’s Reply

Falk’s reply is as follows:

“I think we are all in agreement that contracts have their place in this type of employment and that no effort should be made to prohibit them altogether. On the other hand, there is some evidence that through the years abuses have been committed that have resulted in a highly discriminatory system.”
MEET THOMAS ROHAN
Chairman, State Liquor Authority

THOMAS EDWARD ROHAN, 53, chairman of the State Liquor Authority, says quietly: "One of my top objectives is to build up our solid financial base."

Aware of the bickering which the agency and its employees have displayed in recent months, Commissioner Rohan is proceeding slowly, getting acquainted with his astonishingly diverse problem—how to measure the value of the millions of cases of beer, wine, and liquor that flow through the port of New York each day. He has been fighting this battle in the department since the probe initiated by the State Commission of Investigation.

"The employees have carried their case for higher pay before the Authority, the Classification Division, and the Compensation Division, and there have been some upgradings. But they must realize that every employee is not in the same boat. Some have been given the maximum in the past, while others have been left behind. The problem is to make the whole system as close as possible to an equality of opportunity.

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TOM THOMAS E. ROHAN

I'm a typical civil servant.

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I was heartening to find the leaders of NYC employee groups unanimous in endorsing salary increases for top officials and their deputies. The employees realize that the boss has as much right to be adequately paid as the boss.

The employees do not realize that when the boss raises a tax, he receives a part of the money himself. The employees realize that the 

fare department, a civil service agency in a large city, is 

the department may render services to millions of people. 

The State budget, which is the fare department, is run by two capable officials, Francis W. H. Adams as 

the Budget Director and the Director of Personnel. The employees In State service attests 

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INSIDE THE NYC WELFARE DEPARTMENT

Social Investigator Needs Wisdom of a Solomon; Job One of City's Toughest

Here's a toast to what must be one of the most talented persons in the world—the social investigator.

Diplomat, judge, finance expert, counselor, human relations director—he is all these things rolled up into one. He is overworked and underpaid—and doing a magnificent job.

As a worker for the New York City Department of Welfare he is an investigator for the largest such agency in the world. And he works under some of the biggest handicaps.

Some of the basic complaints voiced by workers who talked with this writer:

Speaking of the vast amount of clerical work that an investigator must perform one of them said, "Sometimes I don't know if I was hired to be a typist or a social worker."

"There just isn't enough help to get the work done correctly and on time," said another.

"The top brain makes too many decisions on the handling of cases that they know nothing about," one investigator complained.

Budget Ahead of Client

"We're told to do all we can to help a client. But we have to watch the budget. What's the client to do when we can't do the client," a serious-minded worker said.

Work doubles up during vacation time because no temporary employees are hired to fill the job permanently.

The Moral

"When I was a college student I had to work, study, and pay my way to get my degree. And we have at least 16,000 people to do just what I was doing in my day more than the average person can learn in a year, but it must be added, that is only when Ray is working in the field."

"President Eisenhower appointed Ray to the job."

Bureaucracy Needs Wisdom

"We're told to do all we can but must maintain a certain budget."

"And on top of this we sometimes get physical abuse from clients who feel we are deliberately giving them less than we could," a worker said.

Size Of The Job

To understand these complaints an understanding of the size and limitations of the investigator's work is necessary.

In June of this year, the Welfare Department gave assistance in some form to 239,850 persons, a figure that is about 8,050 persons more than the entire population of Syracuse.

During 1955 the department will spend $327,000,000 in City, State and Federal funds. To provide the needy with food, clothing and shelter; to give assistance to the blind and disabled; to provide children's care centers so mothers can work to support their families; to operate rehabilitation centers and to provide medical and dental care. These are just some of the many services the department must perform.

And the backbone of this vast operation is the social investigator who is responsible for the initial decisions that start funds and assistance flowing to the needy.

The Return

The financial return for accepting such responsibility is unsignificantly small. A starting salary of $4,500 per year leads to an annual maximum salary of $8,500—after eight years, which led one investigator to remark, "is it any wonder that so many of us head for private welfare work, or are they the money the same or better—there's less work and responsibility—too low."

The Responsibilities

A rundown of the social investigator's duties shows dramatically just how great his responsibilities are.

First duty is to determine the need and eligibility of the client. He must have the right facts to correctly evaluate the precise amount and kind of aid which will have the fullest effect in restoring the client to self-supporting.

He must be able to recognize unmentioned needs as well as false claims for need.

The investigator has to interpret the program of the Welfare Department to the client and let him know what can and what cannot be done for him. For services not rendered by his own department, the investigator must know which other social agencies can be turned to for help and be able to advise him of any benefits from other public agencies.

The investigator must judge how much aid is necessary and when to reclaim the client. It is his initiative for self-realization. He must maintain a constant courtesy, patience and understanding of his clients problems.

At the same time, he must fulfill heavy duties toward the Welfare Department as well. He is a member of the City's Toughest Cop Who Shot Bandit, 170 Others Are Cited

Patrolman Martin W. Curran, who roared his life in a gun duel with a bandit on Jan. 9, 1955, was among 171 NYC uniformed policemen cited for acts of bravery and exceptional performance of duty by Police Commissioner Breslin.

Patrolman Curran shot and killed the bandit.
Two State Titles Get Pay Boots

Director of highway, planning for four years at $12,200 to $14,400. 

Rehabilitation: 

New York State and job openings

applied by Jan. 21, 1955, to the Secretary of Civil Service.

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THE STATE JOB OPENINGS

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Smart "Empire State" Civil Service Commission.

HELP WANTED

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HELP WANTED

Smart "Empire State" Civil Service Commission.
NOW
BLUE CROSS FOR HOSPITAL BILLS
BLUE SHIELD FOR DOCTOR BILLS

THE CIVIL SERVICE EMPLOYEES ASSOCIATION
in cooperation with
THE NEW YORK STATE GOVERNMENT
has arranged to make this valuable protection available
to New York Civil Service employees and their dependents
through a special payroll deduction plan

ENROLLMENT PERIOD  AUGUST 1 to 31
Benefits Effective Beginning December 16, 1955

If you are enrolled on a non-group basis or if you are not yet enrolled take advantage
of this opportunity
Blue Cross provides realistic protection in terms of the basic care members
need most — not merely dollars.
Blue Cross is non-profit. It is sponsored by local hospitals and leading citizens for the
benefit of the community.
Close working relations between Blue Cross and the hospitals in New York
State make this unique service possible.
Blue Shield puts financial protection against sudden bills for doctors' services within
your reach . . . . helps pay any doctor you choose for surgery, medical care in the hos-
pital, and maternity care.

Blue Shield is approved by the Medical Society of
the State of New York and local county medical so-
cieties.

Contact the person in your department appointed
to handle Blue Cross, Blue Shield enrollment.
NEW YORK STATE JOB OPENINGS

Open-Competitive

(Continued from Page 8) Technical sales force for food preparation, or (c) bachelor's degree with specialization in biological management, hospital administration, or related fields, or (d) equivalent combination. Fee $4. (Friday, September 16).

2115. SENIOR EXAMINER OF METHODS AND PROCEDURES. Deputy Commissioner and Tompkins County Department of Financial Institutions, Albany. Requirements: (a) four years' experience in the fields of banking, business, financial, or professional experience, including either (i) two years in directing, installing and testing methods and procedures for large-scale operations, or (ii) three years' experience in supervisory capacity involving directing, installing and testing methods and procedures. Fee $4. (Friday, September 16).

FOURTH EDITION

WALTER F. BUCK, D. P. E.
Author, "Building  Codes in New York State"

One Year's Experience Required in Code Enforcement

DEPARTMENT OF COMPARTMENT OF COM

Salary $5,000-

Job Title: Code Enforcement Officer

Requirements:

- One year of relevant work experience in code enforcement.
- A high school diploma or equivalent.

Responsibilities:

- Enforce building and fire codes.
- Inspect buildings and structures for compliance.

Salary:

- Starting salary: $5,000
- Potential for advancement and salary increases.

Benefits:

- Health insurance
- Retirement plan
- Paid time off

Please apply online at www.ny.gov/codeenforcement.

Walter F. Buck, D.P.E.
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John F. Donavan of the Income Tax Bureau, State Tax Department, was "sounded" at a dinner in his honor at Albany, by Marge Phelan, Mary McMuller, Mrs. Donavan and Helen Feller, all Bureau employees.

Donavan is a well-liked man who has had a number of courses for training of teachers of shop subjects. (Friday, August 30).

1105. ASSISTANT COMPENSATION CLAIMS AUDITOR (Prom.), State Insurance Fund, P.O. Box 3, 2086, NYC, $3,540 to $4,490; one vacancy each in NYC, Suffolk and Erie Counties. One year's experience in claims investigation, or two years as senior clerk (comparably qualified). Fee $3. (Friday, August 30).

1106. SENIOR ARCHITECTURAL DRAWER (Prom.), State University of New York, Albany, $6,590 to $8,070; one vacancy in Education, for Architectural Assistant, or senior Architectural Drafter for Architectural Assistant. Fee $3. (Friday, August 30).

1107. SENIOR LABORATORY SUPERVISOR (Prom.), State University of New York, Albany, $9,000 to $9,200; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in laboratory supervision, and (b) four years' experience in scientific research. Fee $3. (Friday, August 30).

1108. SENIOR MEDICAL BILL COLLECTOR (Prom.), Department of Health, Albany, $7,500 to $8,070; one vacancy. Requirements: (a) four years' experience in medical bill collection, or (b) one year's experience in medical billing, plus two years' experience in medical records, or (c) equivalent combination. Fee $3. (Friday, August 30).

1109. ASSISTANT IN DESIGN (Prom.), Department of Environmental Conservation, Albany, $3,540 to $4,490; one vacancy in the Department of Environmental Conservation as Assis- tant in Design, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1110. INSTITUTION EDUCATION SUPERVISOR (Prom., institutions). Department of Correction, for position of Institutional Education Supervisor at Elmira Reception Center. Fee $3. (Friday, August 30).

1111. SENIOR CHEMICAL ENGINEER (Prom.), Department of Health, Albany, $6,590 to $8,070; one vacancy in the Department of Health as Senior Chemical Engineer, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1112. SPACE ENGINEER (Prom.), Department of Correction, Albany, $3,540 to $4,490; one vacancy in the Department of Correction as Space Engineer, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1113. CLAIMS AUDITOR (Prom.), State Insurance Fund, P.O. Box 3, 2086, NYC, $3,540 to $4,490; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in claims investigation, or (b) two years' experience in claims investigation. Fee $3. (Friday, August 30).

1114. SENIOR MANAGEMENT AIDE (Prom.), Staff Insurance Fund, P.O. Box 3, 2086, NYC, $3,540 to $4,490; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in claims investigation, or (b) two years' experience in claims investigation. Fee $3. (Friday, August 30).

1115. EDUCATION SUPERVISOR (Prom., institutions). Department of Correction, for position of Institutional Education Supervisor at Elmira Reception Center. Fee $3. (Friday, August 30).

1116. SENIOR CHEMICAL ENGINEER (Prom.), Department of Health, Albany, $6,590 to $8,070; one vacancy in the Department of Health as Senior Chemical Engineer, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1117. SENIOR LABORATORY SUPERVISOR (Prom.), State University of New York, Albany, $9,000 to $9,200; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in laboratory supervision, and (b) four years' experience in scientific research. Fee $3. (Friday, August 30).

1118. SENIOR MEDICAL BILL COLLECTOR (Prom.), Department of Health, Albany, $7,500 to $8,070; one vacancy, to be filled on July 1, 1968. Requirements: (a) four years' experience in medical bill collection, or (b) one year's experience in medical billing, plus two years' experience in medical records, or (c) equivalent combination. Fee $3. (Friday, August 30).

1119. ASSISTANT IN DESIGN (Prom.), Department of Environmental Conservation, Albany, $3,540 to $4,490; one vacancy in the Department of Environmental Conservation as Assis- tant in Design, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1120. INSTITUTION EDUCATION SUPERVISOR (Prom., institutions). Department of Correction, for position of Institutional Education Supervisor at Elmira Reception Center. Fee $3. (Friday, August 30).

1121. SENIOR CHEMICAL ENGINEER (Prom.), Department of Health, Albany, $6,590 to $8,070; one vacancy in the Department of Health as Senior Chemical Engineer, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1122. CLAIMS AUDITOR (Prom.), State Insurance Fund, P.O. Box 3, 2086, NYC, $3,540 to $4,490; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in claims investigation, or (b) two years' experience in claims investigation. Fee $3. (Friday, August 30).

1123. SENIOR MANAGEMENT AIDE (Prom.), Staff Insurance Fund, P.O. Box 3, 2086, NYC, $3,540 to $4,490; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in claims investigation, or (b) two years' experience in claims investigation. Fee $3. (Friday, August 30).

1124. ASSISTANT IN DESIGN (Prom.), Department of Environmental Conservation, Albany, $3,540 to $4,490; one vacancy in the Department of Environmental Conservation as Assis- Assistant in Design, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1125. INSTITUTION EDUCATION SUPERVISOR (Prom., institutions). Department of Correction, for position of Institutional Education Supervisor at Elmira Reception Center. Fee $3. (Friday, August 30).

1126. SENIOR CHEMICAL ENGINEER (Prom.), Department of Health, Albany, $6,590 to $8,070; one vacancy in the Department of Health as Senior Chemical Engineer, with responsibility for the design and development of publications, and other materials for the public. Fee $3. (Friday, August 30).

1127. SENIOR LABORATORY SUPERVISOR (Prom.), State University of New York, Albany, $9,000 to $9,200; one vacancy, to be filled on July 1, 1968. Requirements: (a) one year's experience in laboratory supervision, and (b) four years' experience in scientific research. Fee $3. (Friday, August 30).

1128. SENIOR MEDICAL BILL COLLECTOR (Prom.), Department of Health, Albany, $7,500 to $8,070; one vacancy, to be filled on July 1, 1968. Requirements: (a) four years' experience in medical bill collection, or (b) one year's experience in medical billing, plus two years' experience in medical records, or (c) equivalent combination. Fee $3. (Friday, August 30).
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NEW YORK STATE JOB OPENINGS

Promotion

(Continued from Page 108)
Authority, $5,990 to $6,590; one position allocated to grade 12 or higher, or formerly allocated to G-13 or higher. Fee $4. (Friday, August 12).

1091. SENIOR MEDICAL TECHNICIAN (Prom.), L. I. State Park Commission, Bethpage Authority and Jones Beach State Parkway Authority, one vacancy expected at Jones Beach. One year in position now allocated to grade 6 or higher, or formerly allocated to G-6 or higher. Fee $3. (Friday, August 12).

1092. SENIOR TYPIST (Prom.), Division of Parole, Department of Criminal Justice, $3,540 to $4,490; one vacancy at Canton. One year in position now allocated to grade 7 or higher, or formerly allocated to G-8 or higher. Fee $3. (Friday, August 12).

1093. SENIOR ACCOUNT CLERK (Prom.), New York office, Division of Alcohol Beverage Control, $2,550 to $6,090; one vacancy. One year as principal account clerk or assistant auditor. Fee $3. (Friday, August 12).

1094. SENIOR ASSISTANT DIRECTOR OF MENTAL HOSPITAL (Prom.), Department of Mental Hygiene, $10,470 to $12,510; four vacancies, four more expected. Four years as supervising psychiatrist, associate clinical psychiatrist or child guidance psychiatrist. Fee $5. (Friday, August 13).

1095. SENIOR GAS ENGINEER (Prom.), Department of Public Service, $2,548 to $4,690; one vacancy in Albany. One year in clerical position now allocated to grade 3 or higher, or formerly allocated to G-3 or higher. Fee $3. (Friday, August 13).

1096. SENIOR CLERK (Prom.), Albany office, Department of Tax and Finance, $3,490 to $4,490; one vacancy. One year in position now allocated to grade 5 or higher, or formerly allocated to G-5 or higher. Fee $3. (Friday, August 13).

1097. SENIOR MEDICAL TECHNOLOGIST (Prom.), Department of Mental Hygiene, $2,548 to $4,690; one vacancy each at Creedmore and Hudson River State Hospitals. One year as medical technician. Fee $3. (Friday, August 13).

1101. ASSISTANT SUPERVISOR OF PARK OPERATIONS (Prom.), L. I. State Park Commission, Bethpage Authority and Jones Beach State Parkway Authority, one vacancy expected at Jones Beach. One year in position now allocated to grade 5 or higher, or formerly allocated to G-5 or higher. Fee $3. (Friday, August 13).

1102. ASSISTANT SUPERVISOR OF PARK OPERATIONS (Prom.), L. I. State Park Commission, Bethpage Authority and Jones Beach State Parkway Authority, one vacancy expected at Jones Beach. One year in position now allocated to grade 5 or higher, or formerly allocated to G-6 or higher. Fee $3. (Friday, August 13).

1103. ASSISTANT SUPERVISOR OF PARK OPERATIONS (Prom.), L. I. State Park Commission, Bethpage Authority and Jones Beach State Parkway Authority, one vacancy expected at Jones Beach. One year in position now allocated to grade 6 or higher, or formerly allocated to G-6 or higher. Fee $3. (Friday, August 13).

1104. ASSISTANT DIRECTOR OF TUBERCULOSIS HOSPITAL (Prom.), Department of Mental Hygiene, $10,470 to $12,510; one vacancy each at Creedmore and Hudson River State Hospitals. One year as medical technician. Fee $3. (Friday, August 13).

1105. CHIEF ACCOUNT CLERK (Prom.), New York office, Division of Alcohol Beverage Control, $2,550 to $7,090; one vacancy. One year as principal account clerk or assistant auditor. Fee $3. (Friday, August 12).

1106. ASSISTANT DIRECTOR OF MENTAL HOSPITAL (Prom.), Department of Mental Hygiene, $10,470 to $12,510; four vacancies, four more expected. Four years as supervising psychiatrist, associate clinical psychiatrist or child guidance psychiatrist. Fee $5. (Friday, August 13).

1107. SENIOR PRINCIPAL FILE CLERK (Prom.), central office, Department of Mental Hygiene, $3,490 to $4,490; one vacancy in Albany. One year in clerical position now allocated to grade 7 or higher, or formerly allocated to G-6 or higher. Fee $3. (Friday, August 13).

1108. HEAD CLERK (Prom.), Department of Tax and Finance, $3,590 to $4,070; one vacancy in Albany. One year in clerical position now allocated to grade 11 or higher, or formerly allocated to G-11 or higher. Fee $3. (Friday, August 13).

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(Continued from Page 1) 
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(Continued from Page 1) 
CIVIL SERVICE LEADER
Page 13

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SAYINGS ON APPLIANCES, AIR CONDITIONERS, TOYS, DRUGS, GIFTWARE, NYLONS
NEWBURGH, Aug. 8 — Salary and work-week adjustments, and better vacation, sick leave and emergency leave benefits are being sought by employees of the City of Newburgh.

Heading the list of employee requests is the following vacation schedule for service for the next year's service, three weeks for two years' service, and four weeks for 10 years' service.

The requests have been submitted to members of the City Council by Anthony J. Cicore, president of the City of Newburgh unit, Civil Service Employees Association.

The CSEA group hopes to sit down with City officials to formally discuss the requests.

"I have asked for the early," Mr. Cicore said, "that the Council members will have ample time to study our recommendations.

The employees also seek:

Paid sick leave cumulative to 150 working days on the basis of 15 working days a year, retroactive to the number of years of past service of each employee.

Paid holidays, or a day in lieu thereof, for each of the following:

1. Thanksgiving Day, Christmas and Good Friday.
3. Time and a half for overtime after 40 hours.
4. Maximum five-day leave in case of a family emergency, three days in the event of death in the immediate family — neither of these to be chargeable against sick leave or vacation.

Retirement benefits based on the principles of equal pay for equal work, and equal to salary levels in private employment.

Binghamton Cops Try Raise by Referendum

BINGHAMTON, Aug. 7 — The police officers of Binghamton have the support of the Police Conference of New York State, in their efforts to win a pay raise.

Mr. Grevert, a member of the Binghamton police, said, "The Police Conference, of which he is president, will give advice and facts and figures concerning the request for the raise.

Binghamton police will seek their raise through action of the City Council, and if this fails through referendum in November.

Current pay is $471 a year. The referendum would amend the city charter to set a $5,000 minimum on salary for first grade patrolmen and firemen. Instead of $471, and corresponding pay boosts for higher grades.

The "desirable average salary for first grade patrolmen is $5,000," Mr. Grevert noted, in a recent meeting of a local "Citizens community council." "$6,000 is definitely underpaid.

In Yonkers, the conference president said, experienced police officers receive $4,800, and expect a boost to $5,000 next year.

Pay Raise Bill Brings 131 Members to Nassau

MELVILLE, Aug. 8 — A pay raise, job reclassification and extension of the 40-hour week to all Nassau County workers by the Nassau Chapter, Civil Service Employees Association, was before the conference president at the Nassau Chapter of the CSEA.

The demands presented to Nassau county officials by Irving Flausenbaum, CSEA chapter president, who announced that a blanket 7 per cent pay increase is being sought for 6,000 county workers.

Mr. Flausenbaum said he has already had preliminary discussions on the pay raise with George A. Freir, deputy county executive, and has been assured that the county is prepared to meet the request.

Job reclassification for the entire county and social security coverage for all county workers is also sought.

The Nassau chapter of the conference is the most active in the division, with 131 employees as reported to the CSEA chapter which is to help out in the efforts for the pay raise and future workers needs.

40-Hour Week (Continued from Page 1) without loss of pay.

John Boyce has made the 40-hour, five-day week the Number One request of the Administration Service employees. Boyce, however, made little headway until last year, when Governor Harriman, among other things, announced a 40-hour, five-day week for all State employees, up to a maximum of eight hours in a day.

Delegates of the Corruption Conference held in Albany recently were asked to meet with Administration officials and work out the five-day, 10-hour week for all State employees.

The 40-hour week was included in a 1956 guidebook prepared by the State Department of Commerce, Commissioner Edward T. Dickinson has reported.

"STATE COMMERCE DEP'T.
PREPARING 1956 GUIDEBOOK

ALBANY, Aug. 8 — Work by the 1956 edition of "New York State Government," published by the Commerce Department, Commissioner Edward T. Dickinson has reported.

The 1956 guidebook, judged by the National Association of Travel Organizations as the finest ever published, was the result of any travel promotional agency in the country, lists approximately 100 careers.

Grievance Machinery

(Continued from Page 1)

The right to full freedom of association, including the right to bargain collectively through representatives of his own choosing for the purpose of adjusting their grievances and other conditions of employment.

The right to the peaceful picking of our funny papers and to sit down in a store and say: "I want to buy a newspaper."

The right to make personal contracts with his employer, to the end that a more harmonious and cooperative relationship will be established between employees and management, and to determine the protection of all employees.'

"Beware An Anti-Strike Law"

Governor Harriman reiterated his opposition to the Condemnation of all anti-strike laws by public employees. He emphasized that an adequate procedure for the settlement of labor disputes should be established between employees and management, and that such a procedure should work no good employee relations than anti-strike legislation.

The Governing Body of the New York State Civil Service Department "is convinced that the establishment of a sound grievance board, for a more harmonious and cooperative relationship," Mr. Harriman said, "is to the interest of the taxpayer, to the interest of the public employee, and to the interest of the State itself."

The Governing Body's establishment of the Civil Service Department by a three-member grievance board, the members of which are to be appointed by the State Civil Service Commission. The chairman of the board will be a member of the Civil Service Commission. The other two will be "public members," and the board will be made at an early date.

To keep the procedure as simple and informal as possible, the order points out that an appeal to the grievance board "is an appeal to the grievance board, and will have the same effect as an appeal to it,

The order also prescribes basic requirements, but each department and agency is to establish a grievance board, subject to approval of the Civil Service Commission.

The board is to have the power to hear and determine the merits of grievances; to recommend action to all department and agency heads.

Types of Grievances Affected

The new grievance procedures apply to grievances that are either

1. Unfair or unreasonable work assignments.
2. Inadequate salary or working conditions.
3. Grievances involving the employment process.
4. Grievances involving the enforcement of personnel rules.

Departmental Responsibilities

Governor Harriman called upon all executive heads of departments to recognize the responsibility of supervisors for achieving effective working conditions, and to incorporate adequate training in human relations in the work of each department.

In addition, each department and agency head is to enclose with any request for discipline, the name and address of the employee, and enclose with a complaint, the name and address of the employee.

Other such notice for the year 1953, making two of such for, "and now for my story. About the first of February, 1953, I received another of those well-known notices that there was no record in the Division of In-..."