**HALF CENTURY OF SERVICE — H. Elliot Kaplan, left, president of the State Civil Service Commission, is seen as Dr. Wallace S. Sayer, president of the Civil Service Reform Association, presented him with a silver tray marking Commissioner Kaplan’s 50th year of service with the Reform Association. The presentation was made at a luncheon in New York City. In accepting the tray, the noted civil service figure said “My work could never have been accomplished had it not been for the unflagging loyalty and hard work of my two former assistants, Margaret Whelan and Helen Drummond (Kerber).” Both were at the luncheon, attended by public officials, important figures in the Civil Service, representatives of employee organizations and the press.**

**CSEA Moves To Expand Career Incentives For Mental Hygiene Aides**

ALBANY, Nov. 12 — A top level meeting on reallocations and new promotional opportunities for Department of Mental Hygiene Attendants was held last week in Albany between CSEA representatives and ranking State officials. The meeting, at which CSEA proposed two new titles and reallocation of seven existing titles, was attended by Joseph P. Pyle, CSEA president and members of CSEA’s headquarters staff; T. Norman Hard, Director of the Budget; J. Eri Kelly, Director of Compensation and Classification; Granvil Hills, personnel director of the Department of Mental Hygiene, and members of their staff.

The Association requested the following actions:

1. Establishment of Attendant Trainee Title, Grade 3.
2. Reallocation of Attendants from Grade 5 to Grade 7.
3. Reallocation of Attendants from Grade 7 to Grade 9.
4. Reallocation of Staff Attendants from Grade 7 to Grade 9.
5. Establishment of Senior Attendant, Grade 9.
6. Reallocation of Staff Attendants, TBS, from Grade 9 to Grade 10.
7. Establishment of Supervising Attendant, Grade 11 to Grade 13.
8. Reallocation of Head Attendants, TBS, from Grade 14 to Grade 16.
9. Reallocation of Head Supervisors, TBS, from Grade 17 to Grade 19.
10. Reallocation of Attendants from Grade 7 to Grade 11.
11. Reallocation of Supervision, TBS, from Grade 7 to Grade 9.
12. Reallocation of Staff Attendants, TBS, from Grade 8 to Grade 10.

The CSEA proposals were formulated by its Special Attendants Committee and approved by Mental Hygiene delegates at the Employee Association’s annual meeting at Buffalo last month.

(Continued from Page 2)
Rockefeller won small enough this column predicted that if course, is on the Javits and Couple his million-vote mart's status in the Democratic has erased the memories of that Levitt quietly emphasized he would slip in as Comptroller. The New York City primary some new glamour boys have Rockefeller doesn't still rate people." He looms very big in victory here is still a big vic- Romney in Michigan—Rocke- big as the GOP presidential Party, torn by bickering and most political experts believe, emerged on the Republican tion in Syracuse.

None of this is to say that Rockefeller doesn't want to be the big guy the GOP presidential contender for 1964. While some political analysts have emerged on the Republican scene—William Scranton in Pennsylvania and George Romney in Michigan—Rockefeller still has the widest national reputation and will once again be the most experienced and, at this point, best known GOP figure. His victory here is still a big vic- RFK and John Bailey The New York results were most political experts expected a vindication of the political judgement of Attorney General Robert F. Kennedy. Up until the last minute, he urged that either Mayor Robert Wagner or Manhattan District Attorney Frank Hogan take on Rockefeller but, in the end, left the choice to New Yorkers. By the time Marine Maples made his first appeal locally, it was really too late for the campaign to catch fire. The sudden death of the "pros" are expected to lend an even more attentive ear to Rockefeller in the future.

Mr. Margolin is Adjunct Professor of Public Relations in the New York University School of Public Administration and is Vice President, Public Relations, of A. J. Armstrong Co., Inc. The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper.

Winning A Battle

PUBLIC RELATIONS has de-veloped into the principal tool of states, cities and regional areas in the sharply competitive battle to lure industry. The STAKES are high—thousands of dollars in taxes, and more millions of dollars in consumer and in-ternal expenditures.

THERE IS HARDLY a state or city which isn't doing battle to convince industry that its location is best. BECAUSE THE end results are huge! If a state or city can lock up a business like IBM, GE, or other giants, the result will mean more employment, paying taxes, and funds for roads, schools, hospitals, libraries, recreation, etc. SOME STATES even mobiles their leading citizens to tour in dignitaries to large cities where their commerce is centered. Some groups travel to Europe to make sure that European exporters ship their goods in the state being pro-moted.

STATES WITH active industrial development programs include: New York, Pennsylvania, North Carolina, West Virginia, Georgia, Alabama, Illinois, Indiana, Tennessee, Michigan, California, Colorado, Nebraska, Ohio, Oregon, Minnesota, Wisconsin, Missouri, Florida, South Carolina, West Virginia, Georgia, Alabama, Illinois, Indiana, Tennessee, Michigan, California, Colorado, Nebraska, Ohio, Oregon, Minnesota, Wisconsin, and Louisiana.
CSEA Wins New Stay In Rochester; Fight Goes On

(Rochester) The leave of one city employee an announcement by Homer last week to the termination of the court decision, that the city had signed a contract with the union and that the city would give all employees a five cents an hour raise effective next January 1.

CSEA's President Feily said "The fact that Homer waited until Wednesday to announce that he had himself entered last week at a secret meeting to evidence of the fact that both city employees have now sold out.

H. M. Olmsted, CSEA President, announced that Homer withdrew his previous order that he would preside over the union and that he would now sell out to the employees themselves to determine who shall represent them in appropriate city units.

Rogers Named CSEA Field Supervisor

ALBANY, N. Y. — Nov. 12—Patrick Rogers of Troy has been named supervisor of first men for the Civil Service Employees Association. Announcement of the appointment was made this week by CSEA President Joseph F. Feily.

Notice to CSEA Group Life Plan Policyholders

Changes in payroll definitions for CSEA group life insurance plan members took place on or about Oct. 1 and are in accordance with the terms of the insurance contract. They are caused by increased costs of the insurance issued as a result of increased salaries during the year and changes in the salary schedule, which places policy holders in the next higher premium bracket for a combination of the foregoing.

Poughkeepsie Policeman Receives Promotion But Takes Pay Cut

POUGHKEEPSIE, N.Y. — William F. Moultrie, executive secretary of the Dutchess County Civil Service Commission, said on Oct. 11 that it would seem that anyone getting a promotion should receive a salary increase, but that he added to his knowledge what salary plan is being used by the Poughkeepsie Police department.

H.R. Hosp. Mourns Willis S. Chapman, Retired

Retiring chapter president Ed- ward Brennan, who left State Union Withdrawal Board last week, was toastmaster at the membership dinner recently at the H. W. Rogers Hose Co. No. 1, Chapel Corners Grange and a member of St. Paul's Episcopal Church.

Rochester State Chapter Cites 1,100th Member During Recent Dinner

Rochester State Chapter, Civil Service Em- ployees Association has reported membership of 1,100, bringing the total to about a thousand—83 percent of all employees.

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Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach the New York City on the transit system.

NEW YORK CITY—The Application Section of the New York City Department of Personnel is located at 56 Duanes St., New York 7, N.Y. It is two blocks north of City Hall, just west of the 7th Avenue, across from The Leader office.

Hours are 9 A.M. to 4 P.M. Closed Saturdays except on appointment days. Telephone COrlissand 1-8888.

Mail requests for application blanks must include a stamped, self-addressed business-size envelope and must be received by the Personnel department at least five days before the closing date for filing of applications.

Completed application forms which are filed by mail must be sent to the New York City Department of Personnel, with the specified filing fee in the form of a check or money order, and accompanied by a stamped, self-addressed return envelope and must be received by the Personnel department at least five days before the closing date for filing of applications.

The Application Section of the Personnel Department is near the entrance of the main subway lines that go through the area. There are the IRT 7th Avenue Line, the IND 6th Avenue Line, the IRT Lexington Avenue Line stop at the 72nd Street—Brighton Local stop and the IRT Brighton Local stop in City Hall.

All of these are on the same side of Broad Ave., across from the Leader office.

STATE—First floor at 276 Broadway, New York 7, N.Y. Mourners of Chambers St., telephone BArbara 7-4676, and 136 56th St., telephone KEmmrett 1-7165, N.Y. CEM, Smith State Office Building and the State Campus, Albany; State Office Building, Buffalo; State Office Building, Syracuse; and Room 106 at 155 West Main St., Rochester (Wednesdays only).

Any of these addresses may be used for jobs with the State.

The State’s New York City Office is in the two blocks south on Broadway from the New York City Department’s main entrance, so the same transportation instructions apply.

Mail requests for application blanks need not include return envelopes.

Candidates may obtain application blanks or submit resume of job offices of the New York City Employment Service.

FEDERAL—Second U.S. Civil Service Region Office, New Building, 270 Kane, Room 315, Rockville, Md., 20852; E. Smith State Office Building, State Campus, Albany; State Office Building, Buffalo; State Office Building, Syracuse; and Room 106 at 155 West Main St., Rochester (Wednesdays only).

Any of these addresses may be used for jobs with the Federal Government.

The New York City Office is at 56 Duanes St., New York 7, N.Y. Just west of the United Nations building and the does Laboratory, next to Grand Central and each two blocks east, or take the subway from Grand Central or the IND Queens-Plaistow Line to the Grand Central stop.

Hours are 8:30 a.m. to 5 p.m., Monday through Friday. Telephone number is TU 6-2626.

Applications are also obtainable at post offices, employ the New York, N.Y. Post Office. Boards of examiners at the particular offices in the building are also available for further information and applica-

tions. Further information and applications are required with mailed requests for application forms.

FREE BOOKLET by U.S. Governor’s Commission to the United Nations, 215 Duane St., New York 7, N.Y.
Border Patrolmen Receive $5,355 During Trainee Year

A new examination for immigration patrol inspector has been announced by the U.S. Civil Service Commission to fill positions paying $5,355 a year with the Immigration and Naturalization Service of the U.S. Department off Justice.

These positions offer young men interested in immigration law enforcement, an opportunity to begin a career in such work on-the-job training for positions of greater responsibility.

As an immigration patrol inspector they patrol areas along international boundaries by automobile, on foot, by boat, or as observers in aircraft, in search of aliens who have entered or are attempting to enter the United States unlawfully.

No experience is required for these positions. To qualify, applicants must pass a written test of verbal abilities, judgment, and attitude for learning a foreign language. Those who pass the test will be interviewed to determine if they have the personal qualities needed for the work. Since the duties are arduous, applicants must be in sound physical condition. They must be at least 58 inches tall, weigh at least 140 pounds, and have reached their 21st birthday at the time of application.

The closing date for receipt of applications is December 14. Full information is given in announcement Number 299B which may be obtained, with application cards, from the Executive Secretary, Board of U.S. Civil Service Examiners, General Post Office, Room 413, 271 Washington St., Brooklyn 1.

Professional Jobs Open At $7,095

Health physicists, industrial hygienists, and analytical radiochemists are being sought to fill positions open with the Atomic Energy Commission. These positions, which require a bachelor’s degree in the respective field, of- fers salaries beginning at $7,290.

Further information and applications may be obtained by writing to the Personnel Officer, U.S. Atomic Energy Commission, 376 Hudson St., New York City.

The Secondary School Teachers Association and the City Teacher’s Association have written an open letter to Mayor Robert F. Wagner urging passage of the choice of health insurance plans for City employees.

Based on your promise — never kept — for Free Choice of Health Insurance...

Will you graciously grant us an interview that we may have the privilege of presenting our plea for:

1. Free Choice of Plan
2. Residence Coverage
3. Extending the benefits of

Yours very truly,
MAX WEINSTEIN
Consultant on Health Insurance

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For the Extensive Test of Civil Service Examiners

DR. JOHN T. FLYNN
Optometrist - Oculist
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(corner of 105th Street)
MU 9-2333
WA 9-5919

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Classes Preparing for Next N.Y. City License Exams For Master Plumber - Classes Mon. & Thurs. at 7 P.M. Master Electrician - Class Fri. at 7:30 P.M. Refrigeration Operator - Class Thurs. at 7 P.M. Stationary Engineer - Class Mondays at 7 P.M.

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Enrolled in Non-Graduates of High School for Many Civil Service Exams -- Your choice at Exams promised by U.S. Civil Service. Enroll NOW for Classes in Manhattan or Jamaica.

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JAMAICA: Tues. & Thurs. at 7 P.M.

CLASSES ALSO FOR FOLLOWING EXAMS - (Applications Have Closed)

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Elevator Operator - Class Mondays at 6:30 P.M.

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Representative

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Letters to the Editor

Letters to the editor must be signed, and names will be withheld at the editor's discretion. They should be no longer than 300 words and we reserve the right to edit published letters as we see fit. Address all letters to: The Editor, Civil Service Leader, 97 Duane St., New York 7, N.Y.

Jefferson County Should Give Aids Health Plan & Choice Needed In NYC

Health insurance coverage is an employee benefit that New York City pioneered in and the State's public employees have enjoyed coverage under a variety of insurance plans. While the Federal government needs health insurance, it is a standard benefit throughout industry. In all counties of the country, budget for 1963 will make no provision for any change under the State health plan, so much that they put aside for their personnel. A Federal grant for state workers in a vital fringe benefit is needed. The State's employee welfare may be enhanced through the General Fund. Of Pittsburgh, the president of the Federation of State Employees, has outlined plans for an insurance program. Just as the leader in this field involves the possible loss of life of an employee, health insurance is at the highest grade. On numerous occasions, The Civil Service Leader has long since pressed for public officials to consider the health of their employees and the budget of the city. The neighborhood group, which was organized for this purpose, would take a look at the city's budget, pointed out the obvious fact that not one public official, outside of the local commission, is aware of the difference and "political dishonor" is involved. Mayor Magano has attempted to help these men out of their "straits." Instead of trying to maintain the concept of "clean" city government, the groups of former Civil Service employees were not aware of the impact of social security benefits, my estimate of which was $1,600.00 this year. Will I make $1,600.00 this year? When the State health insurance program was approved by the State legislature, the law was written to allow local units of government to share the cost of this vital fringe benefit. If they choose to do so, happily, most of the four million people in communities in our state have taken advantage of this law.

Upstate, employees of Jefferson County find themselves in a state of bitter frustration. They placed a good deal of importance on getting their health coverage as available under the State health plan. It extends benefits to all employees in America. We urge the County Board of Supervisors to face their own questions and demands. When the county board was approached by the Jefferson County chapter of the Civil Service Employees Association, it received the refusal to make any changes in the health program. The cost is not excessive. The program is of the highest quality. It is not a question of whether or not these employees "de-serve" coverage. It is a question of cost.

In another vein, the pioneer city—New York—has fallen behind the State and Federal governments in their health plan coverage.

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This Week's Civil Service Telecast List

This week's programs telecast over WNYC, Channel 2 include:

Tuesday, November 13
2:30 p.m.—Around the Clock—Police Department program.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.
6:30 p.m.—Your Lions Share—Public Library program.
7:30 p.m.—What About College—Civil Defense training program for the Police Department.

Wednesday, November 14
2:30 p.m.—Your Lions Share—New York Public Library program.
2:30 p.m.—About the Clock—Civil Defense training program for the Police Department.
3:30 p.m.—Daily Miracles—Television program.

Thursday, November 15
2:30 p.m.—Around the Clock—Police Department program.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.
6:30 p.m.—Your Lions Share—Public Library program.
7:30 p.m.—The Big Picture—U.S. Army film series.
7:30 p.m.—On the Job—Fire Department training course
9:30 p.m.—Daily Miracles—Television program.

Friday, November 16
2:30 p.m.—On the Job—Fire Department training course.
3:30 p.m.—Science Club—State Education Department series.
Thursday, November 15
2:30 p.m.—Around the Clock—Police Department program.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.
6:30 p.m.—Your Lions Share—Public Library program.
7:30 p.m.—The Big Picture—U.S. Army film series.
7:30 p.m.—On the Job—Fire Department training course.

Saturday, November 17
1:30 p.m. Science Club—State Education Department series.
2:00 p.m.—The Big Picture—U.S. Army film series.
3:00 p.m.—Driver Education.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.

Sunday, November 18
7:30 p.m.—What About College—Counselling series produced by the New York State Education Department.
7:00 p.m.—The Big Picture—U.S. Army film series.
6:00 p.m.—Nutrition and You—Public Library program.
7:30 p.m.—On the Job—Fire Department training course.

Monday, November 19
2:30 p.m.—Department of Hospitals Training Program with Louis Haugen.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.
5:00 p.m.—City Close-up—Interview with city officials.
6:30 p.m.—Driver Education.
7:30 p.m.—On the Job—Fire Department training course.

Tuesday, November 20
2:30 p.m.—Department of Hospitals Training Program for Nursing Personnel.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.
5:00 p.m.—City Close-up—Interview with city officials.

Wednesday, November 21
2:30 p.m.—Department of Hospitals Training Program for Nursing Personnel.
3:00 p.m.—Around the Clock—Civil Defense training program for the Police Department.

FOR THE BEST IN
IN ALL SECTIONS — PAGE II

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IN 5 WEEKS
GET YOUR HIGH SCHOOL EQUIVALENT Diploma which is the legal equivalent of credits of High School. This Diploma is accepted for Civil Service exams and other programs.

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A tribute to New York State's Department of State

One of the most interesting aspects of the work of the Department of State is that it affects the lives of people literally throughout their lives. The cradle that serves as a child's first bed and the adult's final resting place both are likely to be within the jurisdiction of the Department of State. The Division of Cemeteries, which is in the Department of State, carries out the policies of the Cemetery Board, which has 2,000 cemeteries in its jurisdiction. The Division of Cemeteries requires articles of upholstery and bedding to bear a law tag describing their contents; accepts corporation papers for filing; registers trademarks and service marks.

The Secretary of State is chairman of the State Cemetery Board which has 2,000 cemeteries in its jurisdiction. The Division of Cemeteries, which is in the Department of State, carries out the policies of the Cemetery Board.

The Department publishes the Election Law and has jurisdiction over specified election matters relating to areas larger than a single county.

THE STATEWIDE PLAN...a combination of Blue Cross, Blue Shield and Major Medical provided by the Metropolitan Life Insurance Company, provides security and protection against hospital and medical costs—not only for most of the employees of the State Department but for the majority of all State employees as well.

Confidence in the security offered by the STATEWIDE PLAN by an overwhelming number of State employees who subscribe to it, reflects the value of the Plan in providing the most liberal benefits at the lowest possible cost.

The STATEWIDE PLAN is available to all employees of the State. It provides realistic coverage for all employees, active and retired.

If you have recently joined State service and have not yet secured any protection, see your Payroll or Personnel Officer. Get all the facts about the STATEWIDE PLAN. Do it now.
A High School Teacher Tells H.I.P.

"TEAMWORK...SAVED MY LIFE"

August 24, 1962

My dear Dr.,...

I want to express my gratitude for the efficient manner in which our H.I.P. Medical Group handled my recent serious illness. The ambulance that met my airplane, the doctors that were waiting to give me emergency treatment as soon as I got to the hospital room, the excellent skill of Dr. who operated on my incarcerated diaphragmatic hernia, all point up the excellent care and skill the "Group" patient receives in cases of serious illness.

I was amazed at the amount of attention I received in the hospital. I had very frequent visits from Dr. (family doctor), Dr. (internist), Dr. (thoracic surgeon), and from you (general surgeon).

I realize that it was the excellent teamwork of everyone involved that saved my life, and I am very grateful. Please convey my heartfelt thanks to all. The treatment I received could not have been improved upon.

Sincerely yours,

The above letter was written by the head of a high school department to the Medical Director of one of the thirty-two medical groups affiliated with H.I.P. All of the various specialist services he describes and the ambulance service were covered without extra charge.
BENRUS WATCHES

INCLUDED IN THIS FABULOUS PREVIEW ARE:

- Self-Winding Watches
- Waterproof* Watches
- Diamond Dial Watches
- Diamond Watches
- Fashion Watches
- Calendar Watches
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WITH YOUR PURCHASE OF 8 PLACE SETTINGS IN ANY TOWLE PATTERN

Gracious serving with the Towle Touch! This beautifully finished table also serves as a convenient chest for your treasured silver, with tarnish-proof lining. Has enough space to store a silver service for 12, plus serving pieces. Its lid and drop-leaves close to form a decorator's dream table. Can't you just see it in your home?

Limited Time

Chest may also be bought separately at $15.00

...Why wait? Here's one of those rare opportunities to own the kind of sterling service you have always wanted... and a wonderful place to keep it! Come in today and choose any one of the exquisite designs from our large collection of Towle patterns. You're sure to find the one you love!

A. JOMPOLE

NEW YORK CITY

391 EIGHTH AVENUE

LAckawanna 4-1828
THE ADVERTISERS IN THIS SECTION HAVE ALL PLEDGED TO THE SHARK EY-BROWN LAW ON HOUSING
Building Custodian
Applications Being Accepted By City

There are immediate openings with the City of New York for building custodians at a starting salary of $4,800 to $6,200 a year. Filing for these positions will end Nov. 21 and the examination is tentatively scheduled for March 2, 1953.

Minimum requirements for these positions are graduation from an elementary school and at least four (4) years of experience in cleaning and maintaining a moderately sized building and preferably one (1) year of supervisory work.

Duties for this position are: under general supervision, the applicant must be able to perform work of moderate difficulty and responsibility in supervising the cleaning and maintaining and enforcing the standards in large public buildings or in supervising a large number of custodial employees.

The written test for this position requires that the applicant pass at least 70% of a practical examination weighted at 50.

For further information, write to Mr. James Brown, Department of Personnel, 96 Duanes St., New York 7, N.Y.

Electrician Needed
The Village of Freeport's municipally-owned diesel electric generating station needs a first class electrician. Salary range is $7,100 to $9,500 a year.

For further information contact Clinton H. Walling, Borough Engineer, Utilities, 220 W. Sunrise Highway Freeport.

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 96 Duanes Street, New York 7, N.Y.

Key Answers To Saturday's Laborer Exam

The following are the tentative key answers to the qualifying written examination for the position of laborer (St. 4800) which was given on Saturday, Nov. 10.

Candidates who wish to protest any of these answers have until Nov. 30 to submit such protests along with evidence of their correct answer. All claims postmarked after midnight, Nov. 30 will be disregarded.

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PORTABLE PLUS STEREO

STEREOPHONIC TRIMLINE PHONOGRAPH

Enjoy the magic sound of rich, full stereo! See the Trimline's sleek, lightweight, compact styling! A real beauty to show off wherever you take it. Tan or Antique White non-marring vinyl is washable, always looks new. Speaker wings swing forward or can be detached and separated up to 11 feet for extended stereo.

- DROP-DOWN CHANGER
- BALANCED SOUND SYSTEM
- SCUFF-PROOF, WASHABLE VINYL
- 4-SPEED AUTOMATIC CHANGER
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- PLAYS BOTH STEREO AND MONO
- DUAL STEREO AMPLIFIER
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NEW GENERAL ELECTRIC STEAM IRON HAS A VISIBLE Water Supply

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Lowest Price Ever FOR A GENERAL ELECTRIC 6-TRANSISTOR Vest-Pocket Radio!

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Budget Special! Quality Features! Styling

The most powerful General Electric Radio ever offered at this price! Comes in three colors: slate gray, honey beige, mint green (honey beige and mint green at slight additional cost).
The 1953 travel program designed by Civil Service Travel Club Inc., for members of the Civil Service community and their families will be launched in March with a European tour that includes the Heredia Peninsula and Caribbean cruise. These were two of the most popular offerings earlier this year.

The first offering will be a jet tour of March 1-17, departing from New York. This limited flight will feature mainly the cities of Portugal and France and the city of Toulouse in Morocco, where the famous Caribou is located. The tour departs for Amsterdam on March 9 via KLM Royal Dutch Airlines and returns to Paris.

Complete Tour
The travelers then go on to Spain, visiting Madrid, Barcelona and Granada and from there go on to Portugal, Majorca and Morocco in Africa.

Price of the complete tour, including round trip jet fare, hotel rooms; meals; sightseeing tours; tips, etc., total $799. Those wishing to purchase air fare only for $344 may do so, but this amount of space is very limited. Because of the heavy demands for jet space the whole tour is limited to 50 persons this year.

Applications and brochures may be had by writing to Civil Service Travel Club Inc., Attn: Mr. Rosenkranz, 55 Sweeney St., Buffalo, N.Y., telephone TX 2-2550, or write to Civil Service Travel Club, Inc., Time & Life Bldg., New York, 20, N.Y., telephone TX 2-6166. This brochure tour is open to Civil Servants throughout the State.

Caribbean Cruise
For the third year in a row, the ever-popular Caribbean cruise is being repeated and the American Export liner B.S. Atlantic is one of the most popular ships in the Caribbean.

Immediate applications may be made by writing to Rebbels Export Line, 55 Sweeney St., Buffalo, N.Y., or by contacting Civil Service Club at the above-mentioned address.

News of other travel offerings to Mexico and Europe will appear in future issues of The Leader.

Local 832
Named Agent
For Operators

The New York City Department of Labor this week granted Terminal Employees Local 832, the Certificate of Representations for all telephone operators and senior telephone operators of the Department of Public Works.

The certificate, dated November 5, 1962, grants Local 832 a Certificate of Representation. The certificate without any objections having been filed by any other representative, Local 832, proved that over 60 percent of employees in the titles included in the petition are members of the Local and on dues checkoffs.

Terming the awarding of this certificate significant, Herbert R. Bauch, president of the local, said that the above objectives were employed on the city's biggest switchboards, those at all of the various municipal buildings, and that this award would stop all efforts to enroll all telephone operators.

The local's Municipal Building representative, John Adden, said that much of the credit for the local's success could be attributed to the local president's efforts. "If one operator representative for the local.

The local president said that he would continue to press for further information, visit or write the Personnel Office at $78.

Stock Jobs
Pay $78

The Veterans Administration Hospital, 900 Polk Place, Brooklyn, 11 recently advertised for an inventory or stock control clerk, GS-4, preferably with a knowledge of the hospital's operations. Salary from $4.110 to $13.719 a year is offered.

For further information, visit or write the Personnel Office at the above address.
Aviation Positions Are Available With Federal Agencies

There are openings with the Veterans Administration and the Federal Aviation Agency in this country and overseas.

Aviation safety officers are needed at $5,460 to $8,095 a year, and airplane pilots at $6,675 to $13,750, for duty with the FAA. The jobs involve considerable travel in the U.S. and overseas.

Radio and Radar Repairmen Needed At Griffiss Base

Griffiss Air Force Base has immediate need for radio and radar repairmen at a starting salary of $2,41 per hour. No special length of service is required for these positions but applicants must have had experience in the type of work for which they are applying.

Stenographer Open At Fort Jay

Stenographer positions are now available at Fort Jay, on Governor's Island, with a starting monthly salary of $342. These positions are open on a continuous basis and have an entry level of (GS-4). Minimum requirements are 10 words per minute for the stenographers. Federal civil service status is required.

Ozanam Guild Will Nominate Officers

The Ozanam Guild, Catholic Employeers of the Department of Welfare, has announced that a nomination of officers is scheduled for this meeting. The Ozanam Guild, Catholic Lay Missionary in Chile are also on the agenda.

Professional Jobs Being Filled From State Career Test

College students have the opportunity to work with the New York State Department of Civil Service after graduation in jobs that have a starting salary of $5,500 a year.

The filing for the positions will be handled by the Professional Testing Program and the Civil Service, The State Campus, Albany 1.

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High School Equivalency Diploma

For civil service for personal satisfaction Classes Tues. & Thurs. at 6:30 beginning Nov. 11th Write or Phone for Information

Easter School NY 4-5029 737 Broadway N.Y. 3 (at 8 St.)

Please write for Booklet CL 15

MONROE SCHOOL-IBM COURSES

Do You Need A High School Diploma? (High School)

If you are over 18 you can score a high school diploma In just a short time with the Introductory Course. The other - call Mrs. Andrew of 2-6000

STUDENT OF THE MONTH

Mrs. Anthony

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SCHOOL DIRECTORY

Ph: 2-5600 Sat., Dec. 12th

Mondell Institute

15 W. 3rd St., New York 3, New York

PREPARE NOW

EDUCATION

SPECIAL NOTICE—ATTENTION 1 Federal Entrance Applicants

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Circulars are raised to $5,910 and throughout the State.

TRUCK INSTRUCTION PREPARE NOW

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DEPT. OF SANITATION

CLASS 3

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State and County Eligible Lists

MENTAL HYGIENE MEMO

By WILLIAM ROSSITER
CSEA Mental Hygiene Representative

The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or any organization.

The Art of Arguing

HOW MANY people do you know who can argue without losing their head? To alienate people when you disagree with them is quite easy to do. In many instances, it would be easier to avoid severe disagreements (for mutual benefits) and to understand and practice a few simple rules.

LITTLE IS gained by arguing wildly—and much may be lost. How often are there times when one must stand his ground and attempt to logically convince others that you are right.

IT ISN'T WRONG to show how strongly you feel about a subject. Emotion can make you more eloquent. A book on the essentials of debate says that you should never, as you argue, let anger take over so that you condemn your opponent instead of trying to change his views.

THESE STEPS may be helpful:

1. Approach the other person with the idea that the position he takes is worthy of your attention and respect.
2. Keep in mind that a sense of humor wins more arguments than bitterness or rancor.
3. Make sure you know what you are talking about.
4. The better you know the facts, the more convincingly you can present your material.

MANY PEOPLE in their desire to argue, forget how important it is to give the opponent a chance to express his views and listen to them. You can even agree with those parts of another's argument that seem sound. By doing this, you are building a bridge of communication and your opponent may feel that he has met someone who is not so strongly opposed to his views.

THREE MAJOR times when you find that you are wrong and that you want to accept your opponent's views, or part of them. There isn't a winner in every argument. One must be prepared to break off when necessary and look to the healing of wounds. You could say, "I certainly see why you believe as you do, but I feel differently for the reasons I've given, so shall we leave it, I'm sure there won't be any hard feelings."

ARGUMENTATION as one of the four divisions of discourse is described as both the science and the art of convincing and persuading others to think and act as you want them to do.

THERE ARE many values of argumentation, such as:

1. Broadens the scope of one's knowledge
2. Promotes clear thinking
3. Encourages logical reasoning
4. Cultivates effective expression
5. Compels quick decisions
6. Stimulates strong ambitions
7. Develops leadership
8. Destroys bias and bigotry
9. Helps to understand
10. Demands respect for the opinions of others
11. Removes fear and timidity
12. Gives one an opportunity to measure his ability against that of his opponents
13. Aids directly in many occupations and professions
14. Engenders true sportsmanship
15. It is in itself a means of true culture.

SURE, THE experts say that there isn't a winner in every argument but many husbands say by the law of averages they should win once in awhile—many never score. Please wives—to offend

By WILLIAM ROSSITER
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