PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

CP

Bureau No. Lt. 1422 *Sheet No.* 2(b)-60

Space reserved for the use of the Board

1. Buckingham Wilson Myron R. Frank
(Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouse Service
4. Field service Lighthouse Station
5. (a) Field station Mount Desert Rock (Me)
(b) Subdivision First District
(c) City or town Jonesport, State Maine

6. Pay roll title Light Keeper Assistant Keeper
7. Customary office title
8. Present administrative allocation $1260-$1560 1620
9. Present gross rate of pay $ 240
10. Deduction for allowances $ 1380
11. Net rate paid in cash $

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☐ House ☐ Room { ☐ Furnished ☐ Heat ☐ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

13. Describe any other allowance, privilege, or perquisite of value None Uniform; its cost depending upon price of cloth selected by employee estimated $20 per annum

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, itemize and evaluate not xxx fixed x

15. (a) Regular hours of work: From Irregular to Irregular m. (b) How many hours per week excluding unusual or irregular overtime work?
Summer ____ Winter ____ (c) If not a full time and all-the-year-round position, state number of hours per day ____;
number of days per { week / month / year }
(d) If certain hours of availability for duty outside of regular working hours, are required, state hours and type of such duty None Subject to duty at all times while on station None

16. (a) Rate of pay for overtime ____ (b) Amount of overtime pay in last 12 months ____

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)

(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

None

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)

By his principal keeper in the operation and upkeep of the station. In the absence of his principal keeper he assumes full charge

20. What is the name, official position, and sheet number of the employee's immediate superior? Alton P. Buckingham, Keeper, Sheet No. 1(b)-59.

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	X	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?

Boatman accustomed to handling rowboats and sailboats in all kinds of weather; about three years.

10—1856

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time

Location—Moose Peak Light Station.
A light of2 the second order, located off Jonesport.
Attend to care of house and light twelve hours out of every twenty four. When foggy, see that whistle is in good working order and blowing regularly. Every spring help to paint houses outside and inside. Keep Government boat in good condition inside and out. Keep walks and boat slip in good condition when coal is landed at station. Help to wheel it into the bins. Keep reservation clear of grass to safeguard against fire. Help to whitewash the tower and covered way on the inside and out every spring. Clean and take care of the lamp and lens in tower and polish brass.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

(SGD) FRANK PAULKINGHAM
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

Care and operation of a 2nd order Incandescent Oil Vapor Light and lens revolving clock
Care and opeation of a compressed air fog signal plant
Cleaning and minor repairs of above apparatus
Cleaning, painting and making minor repairs to structures
Care and attention of grounds of station
Observing weather conditions and aids to navigation

26. How long have the employee's duties been substantially as described above? Since September 27, 1921

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

OCT 6 1928, 1928 — JAMES C. WOOLLEY — Chief Clerk
(Date) (Signature of Preparing Officer) (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked _____. In my judgment the compensation of this position should be in a range from $1260 to $1560.

OCT 8 1928, 1928 — C. E. SHERMAN — Supt. of Lighthouses
(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked _____. In my judgment the compensation of this position should be in a range from $1260, to $1560.

OCT 22 1928, 1928 — H. B. BOWERMAN — Acting Commissioner of Lighthouses
(Date) (Signature of head of bureau or his representative) (Title)

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