'26 NOV 3 PM 4:05

REFERENCE SERVICE SLIP

Archival Research Room Record Request
National Archives at St. Louis

Date: 11/02/2026

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	4563213
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Haller, Emil, H.		

MILITARY SERVICE

Branch of Service:

- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:

- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):

- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death:

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (CT/NJ/NY) 3rd District		
From: 1923	To: 1924	
(Agency & Location) H 460		
From:	To:	
(Agency & Location)		
From:	To:	

Other Identifying Information (Maiden Name, Job Title, etc.)

Researcher Signature: Andrew Burns

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C.000846497 6

Attendant Signature:

CMRS Search Request Number(s): Archival search 11/5

Remarks:

'26 NOV 10 AM 10:35

SCREENING NOTES

- ☐ Reviewed and Nothing Removed
- ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

DUPLICATE

PERSONNEL CLASSIFICATION BOARD FORM NO. 4.
(To be filled out in accordance with detailed instructions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of {X ☐ New Appointments / ☐ Changes in Duties for ____, 192} for July 1923.

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

1. Haller (Surname.) Emil (Given name.) H. (Initial.)
   (a) Previous incumbent Arthur Bouder
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
   (b) Subdivision West Bank Light Station
   (c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title Second Assistant Keeper

8. (a) Number of regular working hours of the position, per day see 18a; per week 7 days
   (b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
   (c) If night work, wholly or in part, state the hours: From Sunset to Midnight or Midnight to Sunrise m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
   During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____

11. Present rate of pay, exclusive of bonus $ 780.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ ____ per ____; bonus, $ ____ per annum.
13. If the employee receives overtime pay, state the rate ____
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Fuel; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Subsistence $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment None; annual cost, $ ____
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post-graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 3—12965

	Percentage of total time given to each task
Assisting in operating illuminating apparatus and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100%

18a. Not specified, stand watches, work equally divided, average 8 or less hours per day, Sundays, operation of light and fog signal engines only.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 1 month

22. I hereby certify that, to the best of my knowledge and belief, the answers to the foregoing questions are correct.

August 28, 1923 (Date), 192 J. T. Yates (Signature of Preparing Officer) Superintendent. (Title)

23. I have read the foregoing and I agree to it, except as follows:

Impracticable to obtain signature on account of delay that would be involved.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

Educational Training	Essential	Desirable But Not Essential
College		
High School		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasolene engines, oil engines and painting.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $1260.00 to $1380.00

August 28, 1923 (Date), 192 J. T. Yates (Signature of head of field office or station) Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ to $

(Date), 192 (Signature of chief of bureau) (Title)

GOVERNMENT PRINTING OFFICE 2—12965

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title and rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? Yes.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

General supervision of the work of the Second Assistant Keeper in the absence of the Keeper.

21. How long have the employee's duties been substantially as described above? 1 month

22. I hereby certify that, to the best of my knowledge and belief, the answers to the foregoing questions are correct.

November 8, 1923, 192 (Date) — J. T. Yates (Signature of Preparing Officer) — Superintendent. (Title)

23. I have read the foregoing and I agree to it, except as follows:

Impracticable to obtain signature on account of delay that would be involved.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

Educational Training	Essential	Desirable But Not Essential
College		
High School		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasolene engines, oil engines and painting.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $1440.00 to $1560.00

November 8, 1923, 192 (Date) — J. T. Yates (Signature of head of field office or station) — Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ to $

(Date), 192 — (Signature of chief of bureau) — (Title)

GOVERNMENT PRINTING OFFICE 2—12965

CROSS REFERENCE

SEE FILE--464/16/ D#

NAME Haller, Emil H. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 3rd Dist.

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
840	240	1080	CR	164.25	1244.25	LHS	4	1320	yes	60	

CIRCULAR #13----11/13/23

approv $1380

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1380 TO $1620

$164.25 per annum

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
Kind of equipment None; annual cost, $

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7 ☐8
(b) High school; years ☐1 ☐2 ☐3 ☐4
(c) Business school; years ☐½ ☐1 ☐1½ ☐2 ☐2½ ☐3
(d) College: Name ; years ☐1 ☐2 ☐3 ☐4
(e) Post-graduate work: Kind ; years ☐1 ☐2 ☐3
(f) Correspondence courses: Kind ; number of lessons ; number completed

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12065

Percentage of total time given to each task

Assisting in operating illuminating apparatus, and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs. 100%

18a. Not specified, stand watches, work equally divided; average eight or less hours per day; Sundays, operation of light and fog signal engines only.

DUPLICATE

...SIFICATION BOARD FORM NO. 4
...out in accordance with detailed ...ns in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of (☐ New ...pointments / ☒ Changes in Duties for October, 1923.

Haller (Surname.) Emil (Given name.) H. (Initial.)

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

(a) Previous incumbent Michael A. DeRosa
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
(b) Subdivision West Bank Light Station
(c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title 1st Assistant Keeper

8. (a) Number of regular working hours of the position, per day See 18a; per week 7 days
(b) If this is not a full-time position, state percentage of time employed per day ...; or per week ...
(c) If night work, wholly or in part, state the hours: From Sunset to Midnight m. to or Midnight to Sunrise m.
9. If this is not an all-year-round position, state approximate number of days employed each year ...
During what months ...
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ...
11. Present rate of pay, exclusive of bonus $840.00 per annum; bonus, $240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $840.00 per ...; bonus, $240.00 per annum.
13. If the employee receives overtime pay, state the rate ...
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☒ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☒ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum ... $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
Kind of equipment None; annual cost, $...
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
(d) College: Name ...; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(e) Post-graduate work: Kind ...; years ☐ 1 ☐ 2 ☐ 3
(f) Correspondence courses: Kind ...; number of lessons ...; number completed ...

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12065

Percentage of total time given to each task

Assisting in operating illuminating apparatus, and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs. — 100%

18a. Not specified, stand watches, work equally divided; average eight or less hours per day; Sundays, operation of light and fog signal engines only.

CROSS REFERENCE.

LIGHT-HOUSE

Emil H. Haller Keeper 9/29/23 Incr. Eff. 10/1/23

See file Endrew Zuius, Sr.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 18, 1924.

Mr. Emil H. Haller,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 11, 1924.

Bureau.....Lighthouse Service.

Station.....West Bank Light Station, New York.

Position.....Keeper.

Salary.....$840 per annum.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION
ENTERED
JAN 19 1924
ON JOURNAL
DEPARTMENT OF COMMERCE

EDW. J. GARDNER,

Acting Chief of Appointment Division.

C
C
Sd

CANCEL

U. S. REPORT DATA
ENTERED

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JAN 16 1924
RECEIVED
COMPTROLLER

Recd Jan 16 1924
Ans

THIRD DISTRICT

West Bank Light Station
(Station, Depot, or Vessel)

Jan 16, 1924

Subject:- Resignation.

Sir:- I hereby tender my resignation to take effect at the close of business February 11th.

Reason:-
I am getting married and intend to live ashore.

Yours truly,
Emil H. Haller.
1st Asst Keeper.

Respectfully forwarded,
John R. Bishop, Keeper.

Form 93

FWO-JHG

LIGHTHOUSES

1924 JAN 18 AM 8 38

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., Jan. 17, 1924 19

CHIEF CLERK

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee: 1924 JAN 18 PM 2 27

DEPARTMENT OF COMMERCE JAN 18 1924 APPOINTMENT DIVISION.

Name, Emil H. Haller, Position, Keeper

Legal residence, New Jersey Station, West Bank Lt. Sta., N. Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of February 11, 1924.

This employee has not taken leave in excess of the accrued rate.

Remarks:

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JAN 9 DEPARTMENT OF COMMERCE

For and in the absence of the Superintendent.

1st Asst. Supt.

1/18/24

Inclosure

BUREAU OF LIGHTHOUSES

WASHINGTON

JAN 18 1924

Submitted to the Secretary of Commerce, approved.

11—4023

J. S. CONWAY

Acting Commissioner of Lighthouses.

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Mr. Emil H. Haller, September 29, 1923.

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 780 per annum to $ 840 per annum, effective October 1, 1923, or as soon thereafter as he enters on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—6074

C
G
34

OCT 1 1923

S. S. REPORT DATA ENTERED

CARDED.

Form 73

CHIEF CLERK

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 SEP 28 AM 11 20

FWO:JHG LIGHTHOUSES

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

1923 SEP 27 AM 8 46 Staten Island, N. Y., September 26, 1923. 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

DEPARTMENT OF COMMERCE
SEP 29 1923
ADMINISTRATIVE DIVISION.

Action recommended, Promotion

Name, Emil H. Haller — Legal residence, New Jersey

Position, Keeper — Salary, $840.00 p.a.

Location, West Bank Light Station, N. Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective October 1, 1923 (the actual date of entrance on duty or as soon thereafter as he enters on duty.)

Former position, Keeper — Former salary, $780.00 p.a.

Location, West Bank Light Station, N. Y.

Rank on eligible list, Rating, Percentage, , Other eligibles considered:

Previous incumbent, Michael A. De Rosa — Services terminated, September 30, 1923

Reason, Transferred

Members of family in Government Service,

Date of birth,

Remarks: No employee of District desired transfer to this position. Mr. Haller entered the service on July 2, 1923 as 2d Asst. Keeper at West Bank Lt. Sta. and his promotion is recommended as he is the only employee in his grade at that station and the vacancy to which promotion is proposed could not be foreseen at the time he was appointed.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19

9/29/23.

Secretary, Civil Service District. J. T. Yates

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 28 1923

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

P.S.

Form SS-73

DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE
JUL 13 1923
APPOINTMENT DIVISION.
SUPERINTENDENT OF LIGHTHOUSES
JUL 12 1923
RECEIVED
TOMPKINSVILLE, N.Y.

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

LIGHTHOUSES

1923 JUL 13 AM 8 43

PART I.

1. Name of employee: Emil H. Haller

2. Position to which appointed: Keeper

3. Bureau or Service: Lighthouse Service, District: 3rd

4. Place of duty: West Bank Light Station, N. Y.
(City, town, station, or vessel.)

5. Salary: $780.00 p.a.

6. Appropriation from which paid: Salaries, Keeprs of Lighthouses

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———." stating Department, Bureau or Service, position, and salary, if known).

From eligible list of keepers and Asst.Keepers, May 4,1923

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr Emil Herman Haller.

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)

Emil H. Haller.

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

New Jersey (State or Territory.) Hudson County (County.) Jersey City (City or town.) 12th (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White

11—6922

CARDED

6. Where were you born? New York, N.Y.

7. When were you born? Feb 17 1902
(Month.) (Day.) (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") single

10. Give name and address of person whom you would like to have notified in case of accident.

Mr Jacob Haller. Box 99 ~~Stratford~~
(Name.) (Number and street.)

Bridgeport, Conn. R.F.D #1
(City or town.) (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.)

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No. If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Ship fitter + automobile mechanic + Chauffeur.

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

Grammar school graduate.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Ship Fitter

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

~~Have~~ other than this (Asst Light house Keeper) Keepers- 5/4/23 Aug 25 1922

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, June 26, 1923

Witness (in case signature is by mark):

(Signature) Emil A Haller.

(Present address) 4 Madison Ave. (Number and street.)

Jersey City (City or town.) N. J. (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 11, 1923

(Signature) J. T. Yates

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

Form 111 P.S.

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
JUL 13 1923
APPOINTMENT DIVISION.

I, Emil H. Haller,

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

Emil H Haller.
(Appointee signs here)

[2] Sworn — (See below) and subscribed before me, this [3] 30 day of June, A. D. 1923.

(Affix official seal here)

[4] (Name) Chas W Hermann

(Official title) Notary Public

My commission expires July 18. 1927.

Official Title	Rate of Pay	Name of Station, Vessel or Place of Employment.
Present Keeper	$780.00 p.a.	West Bank Lt. Sta., N.Y.
Former [5]		

(The above should be filled in by the district officer before sending to appointee)

Office of Superintendent of Lighthouses, 3rd District

Staten Island, N. Y. (Address), July 11-1923 (Date)

The above-named appointee entered upon duty on July 2-1923 (Date)

J. T. Wells
(Signature of Superintendent)
Supt. Lighthouses 3rd Dist.

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

11—944

U. S. REPORT DATA CARDED
ENTERED

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 21, 1923.

Mr. Emil H. Haller,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. ____) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

JUN 22

EDW. J. GARDNER.

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED JUN 22 1923 ON JOURNAL DEPARTMENT OF COMMERCE

3rd
G

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Arthur Boudor.

Legal Residence: New Jersey.

(See reverse side.)

CARDED

U. S. REPORT LAW ENTERED

11—5080

Form 73

NOMINATION

LIGHTHOUSES 575

CHIEF CLERK
FEO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 JUN 20 AM 8

U. S. CIVIL SERVICE DISTRICT
RECD JUN 19 1923

1923 JUN 20 PM 3 07

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y. (City.) June 18,1923 (Date.), 19

COMMISSIONER OF LIGHTHOUSES:
(Thr. Sec'y 2nd C. S. Dist.)
Action recommended, Probationary appointment.

DEPARTMENT OF COMMERCE JUN 20 1923 APPOINTMENT DIVISION

5

Name, Emil H. Haller, Legal residence, New Jersey

Position, Keeper Salary, $780.00 p.a.

Location, West Bank Lt.Sta., N. Y. Appropriation, Salaries, Keepers of Lighthouses

Effective July 1,1923 {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 78.0, Other eligibles considered:
Julius H. Bishop C. Emil N. Patenaude C.

Previous incumbent, Arthur Bouder Services terminated, June 30,1923

Reason, Resigned

Members of family in Government Service, None.

Date of birth, February 17,1902

Remarks: No employee of District desired transfer to this position. There are no quarters for families of keepers at this station. Nos. 1 and 2 on eligible list will accept appointment only at certain specified light stations.

Selection regular, subject to the action of the
U. S. Civil Service Commission, June 19, 1923

6-21-23 MC

E. A. Parker
Assistant Secretary, Second Civil Service District.

J. J. Yates Jr.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 20 1923
JUN 21 1923
DEPARTMENT OF COMMERCE

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

Emil H. Haller

LEGAL RESIDENCE
New Jersey

STATUS

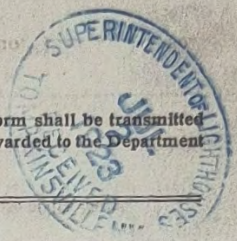
DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Prob. Fed Bank L.S.D.C.	780	L.H.	July 2, 1923
" " " "	840.	"	Oct. 1, 1923.
RESIGNED CLOSE OF Feb 11, 1924			

11—1248

Form SS-73

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET



This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Emil H. Haller

2. Position to which appointed: Keeper

3. Bureau or Service: Lighthouse Service, District: 3rd

4. Place of duty: West Bank Light Station, N. Y.
(City, town, station, or vessel.)

5. Salary: $780.00 p.a.

6. Appropriation from which paid: Salaries, Keepers of Lighthouses

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———." stating Department, Bureau or Service, position, and salary, if known).

From eligible list of keepers and Asst. Keepers, May 4, 1922

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr. Emil Herman Haller

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)

Emil H Haller.

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

New Jersey	Hudson	Jersey City	12th
(State or Territory.)	(County.)	(City or town.)	(Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White.

11—6922

6. Where were you born? New York N.Y.

7. When were you born? Feb (Month.) 17 (Day.) 1902 (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

10. Give name and address of person whom you would like to have notified in case of accident.

Mr. Jacob Haller (Name.) 130 99 (Number and street.) R.F.D. #1

Bridgeport (City or town.) Conn. (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.)

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") ..... If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

11—6922

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

Emil H Haller. (Name.)

2nd Asst. Keeper (Position.)

Lighthouse house service (Bureau, Office, or Service.)

Date, July 7, 1923.

11—3914

SUPERINTENDENT OF LIGHTS JUL 8 1923 RECEIVED

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

Emil H Haller.
(Name.)

2nd Asst. Keeper
(Position.)

Lighthouse house service
(Bureau, Office, or Service.)

Date, July 7, 1923.

11—3914

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

SUPERINTENDENT OF LIGHTHOUSES
JUL 9 1923
3RD DIST. N.Y.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Ship Letter

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

None other than this (Asst Lighthouse Keeper - 5/14/23 — Aug 25 1922

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes. If not, state the name and address of the person who wrote them for you.

Date, June 25, 1923

Witness (in case signature is by mark):

(Signature) Emil H Haller

(Present address) 45 Madison Ave.
(Number and street.)

Jersey City, NJ
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 11, 1923

(Signature)

(Official title) Supt. of Lighthouses, 3rd Dist.

11—5922

...you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") ..... If so, state ...nces below the information called for by the headings.

Name under which soldier or sailor rendered service. Relationship to you.

Company and regiment, or vessel. Date enlisted. Date discharged. Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Ship fitter, Automobile mechanic & Chauffeur.

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

Grammar school graduate.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Ship fitter

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

None other than this (Asst Lighthouse Keeper 5/4/23 — Aug 25 1922

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes. If not, state the name and address of the person who wrote them for you.

Date, June 25, 1923

Witness (in case signature is by mark):

(Signature) Emil H Haller

(Present address) 45 Madison Ave.
(Number and street.)

Jersey City, NJ
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded July 11, 1923

(Signature)

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

Box 99. Route 1
Bridgeport Conn.
Feb. 25, 1924.

SUPERINTENDENT OF LIGHTHOUSES
FEB 28 1924
RECEIVED

Dear Sir-,

Kindly forward my check to the above address.

Yours truly.

Emil H. Haller

P.S.

Formerly 1st Asst of West Bank Light Station.

WJL.HP

February 28, 1924.

Emil H. Haller,
Box 99 - Route #1,
Bridgeport, Conn.

SUBJECT: Forwarding of pay check.

REFERENCE: Your letter of Feb. 25, 1924.

Sir:-

Check #58090, dated Feb. 25, 1924, in the amount of $37.95, for services rendered as 1st Asst. Keeper of West Bank Light Station, covering period of Feb. 1st to 11th, 1924, was forwarded to West Bank Light Station, Staten Island, N. Y.

Respectfully,

J. T. Yates,
Superintendent.

By W. J. Lawton,
Chief Clerk.

Form 93

3169

FWO-JHS

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., Jan. 17, 1924, 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Emil H. Haller, Position, Keeper

Legal residence, New Jersey Station, West Bank Lt.Sta., N.Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of February 11, 1924.

This employee has not taken leave in excess of the accrued rate.

Remarks:

For and in the absence of the Superintendent.

F. W. Ockenfels

1st Asst.Supt.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

1-23-24

11—4023

Form 93

NOTICE OF RESIGNATION OR DEATH

FWC-JRB

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., Jan. 17, 1924 , 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Emil H. Keller, Position, Keeper

Legal residence, New Jersey Station, West Bank Lt.Sta., N.Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of February 11, 1924.

This employee has not taken leave in excess of the accrued rate.

Remarks:

For and in the absence of the Superintendent.

F. W. Ockenfels

1st Asst. Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023

1 C 1/17/24

Mer

FWO-JHG

Emil H. Haller, 1st Asst.Keeper, Jan. 17,1924
Through the Keeper,
West Bank Light Station,
Staten Island, N. Y.

SUBJECT: Resignation.
REFERENCE: Your letter Jan.16,1924.

1. Your letter dated January 16,1924 resigning your position as 1st assistant keeper of West Bank Light Station, has been received and forwarded to Washington, with recommendation that same be accepted, effective at the close of February 11,1924.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

C O P Y

West Bank Light Station,

Jan.16,1924

SUBJECT: Resignation

Sir:- I hereby tender my resignation to take effect at the close of business Feb.11th. Reason, I am getting married and intend to live ashore.

Yours truly,

Emil H. Haller,

1st Asst.Keeper.

Respectfully forwarded

John R. Bishop, Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1924 JAN 19 PM 3 57

January 18, 1924.

Mr. Emil H. Haller,
Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on February 11, 1924.

Bureau.....Lighthouse Service.

Station.....West Bank Light Station, New York.

Position.....Keeper.

Salary.....$840 per annum.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Acting Chief of Appointment Division.

C
C
3d

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
[redacted] STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



THIRD DISTRICT

Feb. 19 1924.
(Station, Depot, or Vessel)
West Bank Lt. Hs., 192

Subject - Emil K. Haller, 1st. Asst.
Reference - Letter from office dated Feb. 15, 1924.

Dear Sir -

Emil K. Haller left this station Feb. 12th. on an oyster boat which we hailed.-

Yours truly
John R. Bishop, Keeper.

2125

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHB

John R. Bishop, Keeper,
West Bank Light Station,
Staten Island, N. Y.

Nov. 30,1923

SUBJECT: Probation of Emil H. Haller.

1. The probationary period of employment of Emil H. Haller, 1st assistant keeper of West Bank Light Station, will expire on January 1,1924. Advise this office by return mail if his services have been satisfactory, and whether or not, in your opinion, he is a suitable and competent man to receive a permanent appointment in his present position. If you do not consider him competent, state fully in what respects he is incompetent.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
DEC 4 1923 RECEIVED
TOMPKINSVILLE, N.Y.

1st
per

THIRD DISTRICT

West Bank Lt. Sta.
(Station, Depot, or Vessel)

Dec. 3, 1923.

Subject - Probation of 1st Asst. Emil H. Haller.
Reference - Letter from office dated Nov-30.

Dear Sir -

I respectfully report that to date I have found the services of Emil H. Haller satisfactory and in my opinion is a suitable and competent man to receive a permanent appointment in his present position.

Yours truly,
John R. Brahoje, Keeper.

Per

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
NOV 16 1923
RECEIVED
COMPTROLLER

THIRD DISTRICT

West Bank Light Station
(Station, Depot, or Vessel)

Nov. 15, 1923.

3028

Dec 2-11-23

15/2

Subject - Transfer

Dear Sir:-

In the event of a vacancy I wish to be considered for transfer to one of the following stations.

	Stations	Position
X	Greens Ledge.	Keeper.
X	Old Orchard Shoal	Keeper
X	Picks Ledge	Keeper
X	Penfield Reef.	Keeper.

2 years July.

Emil H Kalin. 1st Asst.

Respectfully forwarded-

John R. Bishop, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
NOV
16
1923
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

West Bank Light Station
(Station, Depot, or Vessel)

Nov 15, 1923.

Subject - Transfer:-

Dear Sir:-

In the event of a vacancy I wish to be considered for transfer to one of the following Stations.

Station	Position
Execs Ledge	1st Asst
Old Orchard Shoal	1st Asst
Pecks Ledge.	1st Asst
Penfield Reef.	1st Asst.

Yours Truly.
Emil A. Haller 1st Asst.
Respectfully forwarded,
John R. Bishop, Keeper.

ADDRESS ALL COMMUNICATI
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75

1940

Fuller
Jan 750

received
11/15/23

THIRD DISTRICT

West Bank Lt Station
(Station, Depot, or Vessel)

Oct 16, 1923.

Subject :- Transfer.

Dear Sir,

I am informed that there is about to be a vacancy at Old Orchard Shoals Lt Station in the position of Keeper I would like to be considered for the vacancy when it occurs.

Yours Truly
Emil H Fuller 1st Asst.

Respectfully forwarded,
John R. Bishop, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
OCT 13 1923
RECEIVED
COMMERCE

THIRD DISTRICT

West Bank Lt Station
(Station, Depot, or Vessel)

Oct 16, 1923

Subject: Transfer

Dear Sir:-

I am informed that there is about to be a vacancy at Old Orchard Shoal Lt. Station in the position of Keeper.

I would like to be considered for the vacancy when it occurs.

Yours Truly.
Emil A Waller. 1st Asst.

Respectfully forwarded,
John R. Bishop, Keeper.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1558

FWO:JEG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N. Y., September 26, 1923, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, Emil H. Haller — Legal residence, New Jersey

Position, Keeper — Salary, $840.00 p.a.

Location, West Bank Light Station, N. Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective October 1, 1923 — [The actual date of entrance on duty, or as soon thereafter as he enters on duty.]

Former position, Keeper — Former salary, $780.00 p.a.

Location, West Bank Light Station, N. Y.

Rank on eligible list, Rating, Percentage, , Other eligibles considered:

Previous incumbent, Michael A. De Rosa — Services terminated, September 30, 1923

Reason, Transferred

Members of family in Government Service,

Date of birth,

Remarks: No employee of District desired transfer to this position. Mr. Haller entered the service on July 2, 1923 as 2d Asst. Keeper at West Bank Lt. Sta. and his promotion is recommended as he is the only employee in his grade at that station and the vacancy to which promotion is proposed could not be foreseen at the time.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

VC PS 9/27/23

Mess

[1] Strike out the clause which does not apply.

11—2314

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO:JHG.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Staten Island, N. Y., September 26, 1923, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, **Emil H. Haller** Legal residence, **New Jersey**

Position, **Keeper** Salary, **$840.00 p.a.**

Location, **West Bank Light Station, N. Y.** Appropriation **Salaries, Keepers of Lighthouses**

Effective **October 1, 1923** ~~the actual date of entrance on duty~~ or as soon thereafter as he enters on duty.

Former position, Keeper Former salary, **$780.00 p.a.**

Location, **West Bank Light Station, N. Y.**

Rank on eligible list, Rating, Percentage, , Other eligibles considered:

Previous incumbent, Michael A. De Rosa Services terminated, **September 30, 1923**

Reason, **Transferred**

Members of family in Government Service,

Date of birth,

Remarks: **No employee of District desired transfer to this position. Mr. Haller entered the service on July 2, 1923 as 2d Asst. Keeper at West Bank Lt. Sta. and his promotion is recommended as he is the only employee in his grade at that station and the vacancy to which promotion is proposed could not be foreseen at the time he was appointed.**

Selection regularly subject to the action of the
U. S. Civil Service Commission, , 19

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

NC 10/8/23

Mess

[1] Strike out the clause which does not apply.

11—3314

Sept. 26,1923

1st Asst.Supt.

Position of 1st Asst.Keeper at West Bank Lt.Sta., vice DeRosa transferred to Old Orchard Shoal:

No applicants for transfer.

The 2nd Asst. is Emil H. Haller, entered service in present position July 2,1923. Record O.K.

JHG

Promote
get new 2d asst
Oct 9/26/23

Form A-21

LIGHTHOUSES

1923 OCT 1 PM 4 27

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 29, 1923.

Mr. Emil H. Haller,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 780 per annum to $ 840 per annum, effective October 1, 1923, or as soon thereafter as he enters on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

11—8074

C
C
SE

FWO:JHG

October 3, 1923.

Emil H. Haller, 2nd Asst. Keeper,
Through the Keeper,
West Bank Light Station,
Staten Island, N. Y.

SUBJECT: Promotion.

Transmitted herewith is Department letter dated September 29, 1923 promoting you from the position of Second Assistant Keeper to that of First Assistant Keeper of West Bank Light Station. You will be taken up by this office as having entered on duty in that position on October 1, 1923.

J. T. YATES,

Superintendent.

By: W. J. Lawton,
Chief Clerk.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

3-105

GENERAL DEPOT
OFFICE OF INSPECTOR, 3D DISTRICT
TOMPKINSVILLE, N. Y.

Designed Feb. 14 1924 (75)

Emil H. Haller, 2nd Asst.Keeper,
Through the Keeper,
West Bank Light Station.

Aug. 2,1923

Enclosed is Form 206 "Record of Physical Examination of Light-Keeper or Assistant Light Keeper", addressed to the United States Public Health Service, requesting that you be given a physical examination, for the purpose of determining whether or not you are entitled to medical relief without charge at hospitals and other stations of the Public Health Service, pursuant to the Act of Congress, approved August 28,1916. A copy of the provision contained in said Act is quoted in District Circular Letter No.187, dated May 21,1917.

Under the terms thereof it will be necessary for you to submit to said examination and be found physically qualified before you will be entitled to the benefits provided for by the Act of August 28,1916. As said benefits will be solely to your personal advantage it is to your interest to give this matter attention at the earliest opportunity.

After you have been given a physical examination by the medical officer designated on attached Form 206, said Form 206 will be returned to you by the medical officer. You will then send it to this office so that it may be recorded, after which it will be returned to you. The original copy of Form 206 will then be your property, and you are directed to preserve it and keep it in your possession for future reference.

The Assistant Keeper is to sign Form 206 where marked "A", and the keeper to sign where marked "B".

J. T. YATES

Superintendent

Form 206 FILE No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWC-JHG

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

PLACE, Staten Island, N. Y.

DATE, August 2, 1922, 191

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,
Stapleton, N. Y.

SIR:

Please examine Emil H. Haller, 2nd Asst. Keeper, West Bank Lt. Sta.

nativity, United States; age, 21; height, 5 feet, 6½ inches;

weight, 158 pounds; color of hair, blonde; color of eyes, blue

distinguishing marks, none.

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

J. T. Yates

Supt., 3d L. H. District ~~Lighthouse Inspector~~

A

(Signature of applicant:)

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.) Witnessed by B Keeper, West Bank Lt. Sta.

U. S. PUBLIC HEALTH SERVICE

PLACE,

DATE, , 191

To LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of , and find him physically { disqualified / qualified* } in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

Surgeon, U. S. Public Health Service.

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5999

ESS ALL COMMUNICATIONS TO
NTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

JHC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

July 24, 1923

John R. Bishop .....Keeper.
West Bank .....Lt. Sta.
Staten Island, N.Y. .....

1. Furnish the information called for below in regard to Assistant Keeper.....Emil H. Haller.....,and return this sheet to this office:-

2. Be careful to see that the information given is accurate.

Born in (Country or State)..New York. N.Y..
Age..Feb 17-1902- 21 yrs..
Height..5.....feet..6 1/2..inches.
Weight.....158.....pounds.
Color of hair..blonde.....
Color of eyes..Blue.....
Distinguishing marks...None.....
.....

J. T. YATES.
SUPERINTENDENT.

0-0-0-

1st

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75

SUPERINTENDENT OF LIGHTHOUSES
JUL 8 1923
STATEN ISLAND, N.Y.

Pers

THIRD DISTRICT

West Banks Lt. Sta.
(Station, Depot, or Vessel)

July 6th, 1923.

Subject- Emil H. Haller, 2nd. Asst.

Dear Sir,-

Emil H. Haller reported and intered on duty as 2nd. Assistant on this station, on the morning of July 2nd. 1923.

Yours truly,

John R. Bishop, Keeper.

E O D July 2-1923

Ent'd 7/11/23

FWC-JHG

Emil H. Haller,
4 Madison Avenue,
Jersey City, New Jersey

June 23,1923

SUBJECT: Appointment as 2nd Asst.Keeper, West Bank Lt.Sta.
REFERENCE: Your letter June 19,1923.

1. Transmitted herewith is Department letter dated June 21, 1923 appointing you to the position of 2nd Assistant Keeper of West Bank Light Station, and in accordance therewith you are hereby directed to report at this Depot, prepared to enter on duty, before 7:00 A.M. on Monday, July 2nd,1923. You will be taken from this Depot to West Bank Light Station by Lighthouse tender. Transportation charges will be at your own expense. Show this letter to the keeper, which will be his authority for assigning you to duty. The keeper's name and address are John R. Bishop, Staten Island, N. Y. Please acknowledge receipt of this letter.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

- -

June 23,1923

1. Copy forwarded for his information, to the keeper of West Bank Lt.Sta. Report to this office promptly by letter the date on which Haller reports for duty.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

CERTIFICATE OF PROBATIONARY APPOINTMENT

(75

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 21, 1923.

Mr. Emil H. Haller,

Through the Commissioner of Lighthouses.

LIGHTHOUSES
1923 JUN 22 AM 10 08

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

J. J. GARDNER,
Acting Chief of Appointment Division.

GSrd
G

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Arthur Boudor.

Legal Residence: New Jersey.

(See reverse side.)

11—5080

(75)

FWC-JHG

June 18, 1923

Bank Lt. Sta.

, 1923 stating you
tant Keeper of West
n to-day nominated
nce therewith are
for duty as soon
appointed to this
about July 1, 1923.

ndent

yton,
Clerk

Emil H Waller
per

SUPERINTENDENT OF LIGHTHOUSES
JUN 27 1923
RECEIVED

4 Madison Ave.
Jersey City N.J.
June 26 1923.

Dear Sir.

Your letter, of June 23, 1923 appointing me as 2nd Asst Keeper West Bank Light~~s~~ Station was recieved.

Thanking you I am.

Truly yours.

Emil H Waller.

(75)

FWC-JHG

June 18, 1923

Bank Lt. Sta.

, 1923 stating you
tant Keeper of West
n to-day nominated
nce therewith are
for duty as soon
appointed to this
about July 1, 1923.

tendent

rton,
Clerk

SUPERINTENDENT OF LIGHTHOUSES
JUN 20 1923
RECEIVED
TOMPKINSVILLE, N.Y.

4 Madison Ave
Jersey City NJ.
June 19, 1923

(75)

Dear Sir:-

Received your letter of the 18th telling me of my nomination as 2nd Asst Keeper, West Bank Lt. Sta.

Thanking you,

I Am.

Emil H Haller.

FWC-JKG

Emil H. Haller,
4 Madison Avenue,
Jersey City, N. J.

June 18, 1923

SUBJECT: Position of 2nd Asst.Keeper, West Bank Lt.Sta.
REFERENCE: Your letter June 16,1923

1. Referring to your letter dated June 16,1923 stating you were willing to accept the position of 2nd Assistant Keeper of West Bank Light Station; you are advised you have been to-day nominated for appointment to this position, and in accordance therewith are directed to hold yourself in readiness to report for duty as soon as definite orders are sent you. Should you be appointed to this position your services will probably be required about July 1,1923. Please acknowledge receipt of this letter.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 73

NOMINATION

(75)

FEC-JHO

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., June 18, 1923, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

(Thr. Sec'y 2nd C. S. Met.)
Action recommended, Probationary appointment.

Name, Emil H. Haller, Legal residence, New Jersey

Position, Keeper Salary, $780.00 p.a.

Location, West Bank Lt.Sta., N. Y. Appropriation, Salaries, Keepers of Lighthouses

Effective July 1, 1923 { the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 78.0, Other eligibles considered:

Julius H. Bishop C. Emil H. Potenzuda C.

Previous incumbent, Arthur Bouder Services terminated, June 30, 1923

Reason, Resigned

Members of family in Government Service, None.

Date of birth, February 17, 1902

Remarks: No employee of District desired transfer to this position. There are no quarters for families of keepers at this station. Nos. 1 and 2 on eligible list will accept appointment only at certain specified light stations.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19

J. T. Yates

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

V C [illegible] 6/20/23
Mers JPO

[1] Strike out the clause which does not apply.

11—2314

Form 73

NOMINATION

(75

JEC-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y., June 18, 1923, 19
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

(Thr. Sec'y 2nd C. S. Dist.)
Action recommended, Probationary appointment.

Name, Emil H. Haller, Legal residence, New Jersey

Position, Keeper Salary, $780.00 p.a.

Location, West Bank Lt.Sta., N. Y. Appropriation, Salaries, Keepers of Lighthouses

Effective July 1, 1923 {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 78.0, Other eligibles considered:

Julius H. Bishop C. Emil N. Potenzaudo C.

Previous incumbent, Arthur Bouder Services terminated, June 30, 1923

Reason, Resigned

Members of family in Government Service, None.

Date of birth, February 17, 1902

Remarks: No employee of District desired transfer to this position. There are no quarters for families of keepers at this station. Nos. 1 and 2 on eligible list will accept appointment only at certain specified light stations.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

VC 8/1/23

Miss JO

[1] Strike out the clause which does not apply.

11—2314

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHB

LETTER TO ELIGIBLES

It is important that this letter be answered promptly

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.,

E H Haller

Staten Island, N. Y. June 15, 1923, 19

SIR: You are hereby informed that you are being considered for the position of 2nd Asst. Keeper
(State position, location, and whether station is ashore or afloat.)
of West Bank Light Station, located off shore in New York Lower Bay.

Total Compensation: $ 1188.00 per annum (which includes: Salary, $ 780.00 per annum; bonus, $ 240.00 per annum; and subsistence, 45 cents per day.)

Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the 3 keepers at this station, but not for families of keepers. Family quarters can probably be rented on Staten Island.
(State whether or not quarters and fuel are provided by the Government for the families of keepers at this station, or if quarters can be rented by appointee in the vicinity.)

Furniture: Necessary furniture will be supplied by the Government.
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding 96 days per annum may be granted to employees at this station.

This is a letter of inquiry and not an offer of the position, as other eligibles are also being considered for the same position, any one of whom may be selected, although all may indicate willingness to accept this position.

No furniture or quarters for families are provided, except as stated above. Any additional articles of furniture required, and necessary provisions, must be provided by employees.

Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you? yes

If selected, I can report for duty in 1 days from to-day

Do you wish your name restored to the register at this time? yes

Are you willing to accept the next appointment offered? yes

Do you wish your name restored to the register at some future time? (If so, give date.

If not appointed to this position, yes

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." No If yes, state how many ____; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position Department or office		
		Position Department or office		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

(Signature) Emil H Haller

Date June 16 1923

(Post-office address) 4 Madison Ave
Jersey City N.J.

11—749

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

LETTER TO ELIGIBLES

E H Haller

It is important that this letter be answered promptly

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.

Staten Island, N. Y., June 15, 1923

1325

SIR: You are hereby informed that you are being considered for the position of
(State position, location, and whether station is ashore or afloat.)
2nd Asst.Keeper of West Bank Light Station, located off shore in New York Lower Bay.

Total Compensation: $ 1162.00 per annum (which includes: Salary, $ 780.00 per annum; bonus, $ 240.00 per annum; and subsistence, 45 cents per day.)

Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the 3 keepers at this station, but not
(State whether or not quarters and fuel are provided by the Government for the families of keepers at this station; if quarters can be rented by applicant in the vicinity.)
on Staten Island.

Furniture: Necessary furniture will be supplied by the Government.
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding 96 days per annum may be granted to employees at this station.

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Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you?----------

If selected, I can report for duty in----------days from to-day.

Do you wish your name restored to the register at this time?----------

Are you willing to accept the next appointment offered?----------

Do you wish your name restored to the register at some future time? If so, give date.

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No."---------- If yes, state how many ----------; and fill in the following blanks. Similar letter to

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
E L Downey				
J. H Bishop.		Position		
W. Prevot — A		Department or office		
E W Patenaude		Position		
E H Haller — AL OK Dodge		Department or office		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

(Signature)----------

Date----------

(Post-office address)----------

11—749

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

LETTER TO ELIGIBLES

It is important that this letter be answered promptly

(75)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DIST.

Staten Island, N. Y., June 15, 1923

SIR: You are hereby informed that you are being considered for the position of 2nd Asst.Keeper of West Bank Light Station, located off shore in New York Lower Bay.
(State position, location, and whether station is ashore or afloat.)

Total Compensation: $ 1182.00 per annum (which includes: Salary, $ 780.00 per annum; bonus, $ 240.00 per annum; and subsistence, 45 cents per day.)

Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the 3 keepers at this station, but not for families of keepers. Family quarters can probably be rented on Staten Island.
(State whether or not quarters and fuel are provided by the Government for the families of keepers at this station, or if quarters can be rented by appointee in the vicinity.)

Furniture: Necessary furniture will be supplied by the Government.
(State articles of furniture to be furnished by the Government.)

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You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you?_____

If selected, I can report for duty in_____days from to-day.

Do you wish your name restored to the register at this time?_____

Are you willing to accept the next appointment offered?_____

Do you wish your name restored to the register at some future time? If so, give date.

_____

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No."_____ If yes, state how many _____; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position_____ Department or office_____		
		Position_____ Department or office_____		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

_____

_____

(Signature)_____

Date_____ (Post-office address)_____

11—749

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

LETTER TO ELIGIBLES

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES 3rd DIST

It is important that this letter be answered promptly

(75)

Staten Island, N. Y., June 15, 1923

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(State position, location, and whether station is ashore or afloat.)
of West Bank Light Station, located off shore in New York Lower Bay.

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Longevity Pay: In addition to the above keepers receive $ 60.00 per annum, after 5 years of continuous service, as longevity pay.

Quarters and Fuel: Quarters are provided for the 3 keepers at this station, but not for families of keepers. Family quarters can probably be rented on Staten Island.
(State whether or not quarters and fuel are furnished by the Government for the families of keepers at this station; if quarters can not be furnished, state whether they can be rented in the vicinity.)

Furniture: Necessary furniture will be supplied by the Government.
(State articles of furniture to be furnished by the Government.)

Promotion: Appointees will be considered for promotion to higher positions as vacancies occur.

Shore Liberty: Not exceeding 96 days per annum may be granted to employees at this station.

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Respectfully,

J. T. YATES

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you?----------

If selected, I can report for duty in----------days from to-day.

Do you wish your name restored to the register at this time?----------

Are you willing to accept the next appointment offered?----------

Do you wish your name restored to the register at some future time? If so, give date.

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No."---------- If yes, state how many ----------; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position----------		
		Department or office----------		
		Position----------		
		Department or office----------		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

(Signature)----------

Date----------

(Post-office address)----------

11—749

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75

SUPERINTENDENT OF LIGHTHOUSES
SEP
1923

THIRD DISTRICT

West Bank Lt. Sta.
(Station, Depot, or Vessel)

Sept 24, 1923

Subject:- Transfer to Old Orchard Shoal Lt. Sta.
Reference:- Letter from office dated Sept. 19, 1923.

Dear Sirs,

I would desired to be considered for transfer to the position of Keeper of Old Orchard Shoal Lt. Sta.

Yours truly,
Emil W. Haller.
2nd Asst Keeper.

Respectfully forwarded,
John R. Bishop, Keeper.

DUPLICATE

25

PERSONNEL CLASSIFICATION BOARD FORM NO. 4.
(To be filled out in accordance with detailed instructions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of ☐ New Appointments ☒ Changes in Duties for October, 1923.

1. Haller (Surname.) Emil (Given name.) H. (Initial.)

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

(a) Previous incumbent Michael A. DeRosa
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
(b) Subdivision West Bank Light Station
(c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title 1st Assistant Keeper

8. (a) Number of regular working hours of the position, per day See 18a; per week 7 days
(b) If this is not a full-time position, state percentage of time employed per day ____; or per week ____
(c) If night work, wholly or in part, state the hours: From Sunset to Midnight or Midnight to Sunrise m. to ____ m.
9. If this is not an all-year-round position, state approximate number of days employed each year ____
During what months ____
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ____
11. Present rate of pay, exclusive of bonus ~~$840.00~~ $840.00 per ~~annum~~ " ; bonus, ~~$240.00~~ $240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $840.00 per " ; bonus, $240.00 per annum.
13. If the employee receives overtime pay, state the rate ____
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☒ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☒ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Subsistence $164.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
Kind of equipment None; annual cost, $____
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
(d) College: Name ____; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(e) Post-graduate work: Kind ____; years ☐ 1 ☐ 2 ☐ 3
(f) Correspondence courses: Kind ____; number of lessons ____; number completed ____

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 2—12965

	Percentage of total time given to each task
Assisting in operating illuminating apparatus, and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100%

18a. Not specified, stand watches, work equally divided; average eight or less hours per day; Sundays, operation of light and fog signal engines only.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? Yes.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

General supervision of the work of the Second Assistant Keeper in the absence of the Keeper.

21. How long have the employee's duties been substantially as described above? 1 month

22. I hereby certify that, to the best of my knowledge and belief, the answers to the foregoing questions are correct.

November 8, 1923, 192 (Date) — J. T. Yates (Signature of Preparing Officer) — Superintendent. (Title)

23. I have read the foregoing and I agree to it, except as follows:

Impracticable to obtain signature on account of delay that would be involved.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

Educational Training	Essential	Desirable But Not Essential
College		
High School		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasolene engines, oil engines and painting.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $1440.00 to $1560.00

November 8, 1923, 192 (Date) — J. T. Yates (Signature of head of field office or station) — Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ to $

(Date), 192 — (Signature of chief of bureau) — (Title)

GOVERNMENT PRINTING OFFICE 2—12965

DUPLICATE

PERSONNEL CLASSIFICATION BOARD FORM NO. 4.
(To be filled out in accordance with detailed instructions in P. C. B. Form No. 2, and Circular No. 7).

To Accompany Report of ☒ New Appointments for July 1923. 25
☐ Changes in Duties for ....., 192

1. Keller (Surname.) Emil (Given name.) H. (Initial.)
(a) Previous incumbent Arthur Bouder
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
(b) Subdivision West Bank Light Station
(c) City or town Staten Island State N. Y.
6. Pay-roll title Keeper
7. Customary office title Second Assistant Keeper

DO NOT WRITE IN THIS SPACE

a		
b		
c		
d		

8. (a) Number of regular working hours of the position, per day see 18a; per week 7 days
(b) If this is not a full-time position, state percentage of time employed per day ....., or per week .....
(c) If night work, wholly or in part, state the hours: From Sunset to Midnight or Midnight to Sunrise m. to ..... m.
9. If this is not an all-year-round position, state approximate number of days employed each year 365
During what months .....
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation .....
11. Present rate of pay, exclusive of bonus ..... $ 720.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ ..... per .....; bonus, $ ..... per annum.
13. If the employee receives overtime pay, state the rate .....
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Fuel; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Subsistence $184.25 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
Kind of equipment None; annual cost, $.....
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
(d) College: Name .....; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
(e) Post-graduate work: Kind .....; years ☐ 1 ☐ 2 ☐ 3
(f) Correspondence courses: Kind .....; number of lessons .....; number completed .....

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.) 3—12965

Percentage of total time given to each task

Assisting in operating illuminating apparatus and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs. 100%

18a. Not specified, stand watches, work equally divided, average 8 or less hours per day, Sundays, operation of light and fog signal engines only.

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.) Name the employee's *immediate* or closest superior. If not a civilian, give the superior's title or rank.

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? No
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 1 month

22. I hereby certify that, to the best of my knowledge and belief, the answers to the foregoing questions are correct.

August 28, 1923 (Date), 192 — J. T. Yates (Signature of Preparing Officer) — Superintendent. (Title)

23. I have read the foregoing and I agree to it, except as follows:

Impracticable to obtain signature on account of delay that would be involved.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

EDUCATIONAL TRAINING		
	Essential	Desirable But Not Essential
College		
High School		
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Lighthouse apparatus, boating, gasoline engines, oil engines and painting.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1260.00 to $ 1380.00

August 28, 1923 (Date), 192 — J. T. Yates (Signature of head of field office or station) — Superintendent. (Title)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE BUREAU OR SIMILAR OFFICIAL

26. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete, except as follows: (If necessary, attach a sheet.)

In my judgment the compensation of this position should be in a range from $ ..... to $ .....

..... (Date), 192 — ..... (Signature of chief of bureau) — ..... (Title)

GOVERNMENT PRINTING OFFICE 2—12965