2024 DEC 13 PM 3:45:24

REFERENCE SERVICE SLIP Archival Research Room Record Request National Archives at St. Louis	Date: 12/10/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	
E-Mail Address:	Phone Number:
knfgbb@umsl.edu	217-440-1332

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
Hinckley, James, W.		1866 MA

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: 1944 MA

State of Residence (upon entry into service):

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

Researcher Signature: Kylie

CIVILIAN SERVICE

(Agency & Location): Lighthouse Service (MA)

From: 1920 To: 1937

(Agency & Location)

From: To:

(Agency & Location)

From: To:

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

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: [ ] Yes [ ] No

CMRS Service Request Number: 2-30439293668

Attendant Signature:

CMRS Search Request Number(s):

Remarks:

'25 JAN 15 PM 2:54:40

SCREENING NOTES

- [x] 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:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

Employee Name: Hinckley James W **DOB:** 1866 MA
Lighthouse MA 1920-1937 DOD: 1944 MA

Records checked:

Agency: Commerce 6028	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Commerce 6029	Area: Bay 10, Lower Catwalk	positive	negative
Agency: Old Commerce	Area: Bay 10, Lower Catwalk	positive	negative

AND

Agency: Treasury 2189	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury 2188	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Old Treasury	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

Agency: Treasury SRCs series 1	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 2	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Treasury SRCs series 3	Area: Bay 13, Lower Catwalk	positive	negative
Agency: Coast Guard SRCs	Area: Bay 13, Lower Catwalk	positive	negative

If Negative:

CMRS: possible CG service	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

Retired '38

File No. 1207

Name H I N C K L E Y, Mr. JAMES W.,

BORN: December 25, 1867

Service COAST GUARD (L.H.S.)

U. S. GOVERNMENT PRINTING OFFICE 3—10013

1207

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - MAR 18 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

James W. Huckley (Name) Mass. (Legal Residence)

STATUS

DESIGNATION	ACTION	SALARY	BUREAU–SERVICE–STATION	DATE OF EFFECT
Keeper	Prob.	660	L.H.- Race Point L.S. Mass	June 10, 1920
"	Prom	720	" "	Nov. 7, 1920
"	Read of Pay	960	" "	July 1, 1924
"	"	1140	" "	Feb. 1, 1925-
"	Inc. in Comp.	1200	" "	July 1, 1925-
"	INCREASE IN COMPENSATION	1260	" "	JAN 1 1927
"	COMPENSATION Act. May 28, 1928.	1380	" "	JUL 1 1928
"	Prom	1440	" "	6-1-35
	Retired Jan 1, 1938 (age) Annuity $618.69 pa			

December 17, 1937.

Mr. James W. Hinckley,

Through the Commissioner of Lighthouses.

Sir:

In accordance with the provisions of Section 6 of the Act approved June 20, 1918, and upon recommendation of the Commissioner of Lighthouses, the Department has retired you from active duty in the Lighthouse Service (Second District), with retired pay at the rate of $618.69 per annum, effective beginning January 1, 1938.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER DEC 20 1937

Chief, Division of Personnel.

C:C

CARDED

DIVISION OF PERSONNEL
ENTERED ON JOURNAL
JAN 22 1938
SHEET NO. 38-20
DEPARTMENT OF COMMERCE

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
DEC 3 8 48 AM '37

DEPARTMENT OF COMMERCE
DEC 10 1937
DIVISION OF PERSONNEL

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Date Nov. 24, 1937.

Superintendent of Lighthouses,

Second District

Chelsea, Mass.
(City)

DEPARTMENT OF COMMERCE
1937 DEC 9 PM 3 32
CHIEF CLERK

DEPARTMENT OF COMMERCE
DEC 16 1937
DIVISION OF PERSONNEL

In file

I hereby apply for retirement from active duty in the Lighthouse Service effective Jan. 1, 1938. on the basis of service shown hereon.

17+ years Service
Age retirement
70 years Age.

James H. Hinckley
(Name)

Keeper, Race Point Light Station
(Designation)

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES

City Chelsea, Mass. *Date* Dec. 1, 1937.

Submitted to Commissioner of Lighthouses, Washington, D. C., recommending retirement at $ 618.69 per annum, effective at the close of December 31, 1937.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

F W Eaton
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, *Washington, D. C.*, December 9, 1937

Submitted to the Secretary of Commerce, recommending approval., in accordance with the Act of June 20, 1918, providing for retirement from Active duty in the Lighthouse Service.

K.B. 12-10-37

W P Harman
Acting *Commissioner of Lighthouses.*

FOR USE OF DEPARTMENT

11—10551

Action O. K.
Chief Clerk

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name James W. Hinckley Date of birth Dec. 25, 1867

Designation Keeper, Race Point Light Station.

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Asst. Keeper and Keeper 2nd Lighthouse District	June	10	1920	Dec.	24	1937	
Total service							17 y 6 m 15 d

Does applicant receive or has he applied for a pension from the Government under any law? No If so, give number of pension certificate or of claim: -

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No If so, give number of claim: -

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No

If so, state the compensation received: -

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year		
1st Asst. Keeper, Race Pt. LH	Dec.	25	1932	June	30	1933	$1380 A	$ 713.00
" "	July	1	1933	June	30	1934	1380 A	1,380.00
" "	July	1	1934	May	31	1935	1380 A	1,265.00
Keeper, Race Pt. LH	June	1	1935	June	30	1935	1440 A	120.00
" "	July	1	1935	June	30	1936	1440 A	1,440.00
" "	July	1	1936	June	30	1937	1440 A	1,440.00
" "	July	1	1937	Dec.	24	1937	1440 A	696.00

Total compensation for last five years of active service $7,054.00

Average compensation for last five years of active service 1,410.80

Annual rate of retired pay ($1410.80 × years 17.5416 ÷ 40) = $618.69
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

LIGHTHOUSES

1935 JUN 29 AM 11

DEPARTMENT OF COMMERCE
Lighthouse Service

DEPARTMENT OF COMMERCE
JUL - 1 1935
ACCOUNTS DIVISION

DEPARTMENT OF COMMERCE

1935 JUL - 1 - PM 1:01

CHIEF CLERK

District Second

Date June 28, 1935

CHANGE IN STATUS OF EMPLOYEES

Name James W. Hinckley
Nature of Action Promotion
Effective Date June 1, 1935.

	FROM	TO
Position	1st Assistant Keeper	Keeper
Pay	$1380 per annum ($1260-1620)	$1440 per annum ($1440-1800)
Station	Race Point Light Station	Race Point Light Station

Remarks: This change is reported in accordance with Department letter dated May 21, 1935.

OFFICE OF CLASSIFICATION
OF PERSONNEL JOURNAL
Date 7/3/35

Superintendent, 2nd District.
Signature.

NOTE: This form is to be used for both appointed and unappointed employees but only in reporting changes in status, such as salary promotions, changes in designation, etc. Separations in any manner (such as by resignation, death, retirement, etc.) should not be reported on this form but in such cases a certified copy of district Form 2806 should be forwarded to the Bureau in accordance with the instructions in Bureau Circular Letter No. 309 , dated November 30, 1931 .

JUL - 1 1935

Submitted to Secretary of Commerce for his information.

For the Commissioner,

Chief, Personnel Division

CARDED

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

May 21, 1935.

Mr. James W. Hinckley,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of duties).

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,

JUN 12 1935

A. A. DELONG

Acting Chief of Appointment Division.

From: $1380 per annum.

To: $1440 per annum.

Service and grade: Field.

Appropriation (unit):

CANCELED

APPOINTMENT DIVISION
JUN 20 1935
DEPARTMENT OF COMMERCE

4780

2
B

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
MAY 14 1935
APPOINTMENT DIVISION

LIGHTHOUSES
1935 MAY - 10 PM 3:37

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Chelsea, Mass., (City) May 8, 1935 (Date) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

Name, James W. Hinckley

Position, Keeper

Location, Race Point Light Station.

Effective, May 1, 1935

Legal residence, Massachusetts

Proposed salary, $1440 per annum

Proposed range, $1440-1800
$240 qrs.

Appropriation, Salaries, Keepers of Lighthouses.

[1] th~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~duty, or as soon thereafter as he enters on duty.

MAY 9 1935 DEPARTMENT OF COMMERCE APPOINTMENT DIVISION

Former position, (1st Assistant) Keeper

Location, Race Point Light Station

Former salary, $1380 per annum.

Former range, $1260-1620
$240 qrs.

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

(Lt.#1340)

Previous incumbent, William H. Lowther / #1560 Services terminated, April 30, 1935.

Reason, Recommended for retirement on account of physical disability.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUN 19 1935 DEPARTMENT OF COMMERCE

Members of family in Government service, None

Date of birth, Dec. 25, 1867

Remarks:

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

Direct
Secretary, Civil Service District.

F W Eaton
Superintendent, 2nd LH Dist.

5/14/35

BUREAU OF LIGHTHOUSES
WASHINGTON

May 13, 1935

Submitted to the Secretary of Commerce, approved. Schedule of replacements is herewith.

THIS IS A CIVIL SERVICE POSITION

Action O. K.

Adm. Asst. to Secy.

Pos. 3812
Journal 159
Auth 6-5-35

W P Harman
Acting Commissioner of Lighthouses

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

11—2314

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. James W. Hinckley,
Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,
Chief of Appointment Division.

From: $1260
To: $1380

11—9564

2

APPOINTMENT DIVISION
JUL 2 1928
DEPARTMENT OF COMMERCE

CARDEL

1

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 1, 1927.

Mr. James W. Hinckley,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective January 1, 1927.

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,

CLIFFORD HASTINGS

Chief of Appointment Division.

From: $1200 per annum.

To: $1260 per annum.

Service and grade: Field.

Appropriation (unit):

JAN 12 1927

APPROVED BY THE ACTING SECRETARY 1/12/27

FILE 1053/1

APPOINTMENT DIVISION ENTERED JAN 13 1927 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

2

2

GOVERNMENT PRINTING OFFICE 11—9051

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. James W. Hinckley,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $1140 per annum to $ 1200 per annum, effective July 1, 1925.

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,

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

11—6074

CARDED

APPOINTMENT DIVISION ENTERED JUL 1925 ON JOURNAL DEPARTMENT OF COMMERCE

H
2nd

CROSS REFERENCE

SEE FILE--464/16/ D#1

NAME Hinckley, Jas. H. POSITION Keeper.

BUREAU BUREAU OF LIGHTHOUSES STATION 2nd 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
720	240	960	XLR	404.25	1364.25	LHS	4	1380	Yes	60	

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

approv- $1140

GRADE RECOMMENDED 5

RANGE OF COMPENSATION RECOMMENDED FROM $1140 TO $1380

...CATION BOARD FORM NO. 1
...In accordance with detailed ...tion sheet, Form No. 2)

Sheet No. 38.
2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

Hinckley (Surname) James (Given name) W. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station Second Lighthouse District
   (b) Subdivision Race Point Light Station
   (c) City or town Provincetown State Mass.
6. Pay-roll title Keeper
7. Customary office title 1st Assistant Keeper.

8. (a) Number of regular working hours of the position, per day about 15; per week 105
   (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 1/3 of time from sunset 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 $ 720 per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 720 per annum; bonus, $ 240 per annum.
13. If the employee receives overtime pay, state the rate None
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 45 cents per diem commutation of rations, $164.25
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 Uniform; annual cost, $ 20.00
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.)

	Percentage of total time given to each task
1. Operating the light every night from sunset to sunrise; operating fog signal during thick or foggy weather.	50
2. Cleaning and caring for grounds, quarters, light and fog signal apperatus.	25
3. Painting buildings and light tower and making minor repairs as necessary.	15
4. Going for mail and supplies.	10

19. Does employee work under immed[illegible]upervision, or to a large extent upon his own re[illegible]bility? (Describe fully.)

Works under the immediate supervision of the Keeper, and follows detailed instructions in regard to his work.

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.

Except that he has charge of the station during the authorized absence of the principal keeper.

21. How long have the employee's duties been substantially as described above? Since June 10, 1920.

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

May 31, 1923. (Date) — (Signature of Preparing Officer) — Supt. of Lighthouses. (Title)

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

(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		X
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent

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 $ 900 to $ 1140

May 31, 1923. (Date) — (Signature of head of field office or station) — Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Julius W. Hinckley,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

EDWIN T. GARDNER

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 4 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper.

Salary: $1140. ✓

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

FEB 3 - 1925

VK

CARDED

(CROSS REFERENCE)

Kingsley James A. In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 960, effective July 1, 1924.

For authorization see letter dated JUL 15 1924 File No. 1095/21.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1920 NOV 16 PM 12 58

SI

APPOINTMENTS,

OFFICE OF SUPERINTENDENT, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.

November 13, 1920

1920 NOV 17 PM 4 28

1920 NOV 17 PM 3 46

To: Commissioner of Lighthouses.

Subject: James W. Hinckley, Keeper - Change in Salary.

Reference: Notice of Change in Salary, dated November 3, 1920.

The effective date of Change in Salary referred to above was November 7, 1920.

CARDED

Bureau of Lighthouses, Washington
NOV 16 1920

Superintendent.

Submitted to Secretary of Commerce for his information.

1920 NOV 17 PM 3 27

A. B. Bowditch
Acting Commissioner

U. S. REPORT DATA
ENTERED

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M November 3, 1920.

r. James W. Hinckley,
Through the Commissioner of Lighthouses.

Sir: You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 660 per annum to $ 720 per annum, effective November 7, 1920, or as soon thereafter as you enter 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.

CARDED

NOV 1920

P
C
2nd

C. S. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 5

GEE-SI

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass., October 30, 1920.
(City.) (Date.)

1920 NOV 1 AM 8 58

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

Name, James W. Hinckley — Legal residence, Massachusetts

Position, Keeper — Salary, $720. per annum.

Location, Race Point Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses

Effective November 7, 1920, { the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $660 per annum.

Location, Race Point Light Station, Mass.

1920 NOV 2 AM 8 59

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

APPOINTMENTS

Previous incumbent, Clarence E. Griffiths — Services terminated, November 4, 1920.

Reason, Resignation.

1920 NOV 2 AM 10 28

Members of family in Government Service, None.

Remarks: Mr. Hinckley is a capable employee and deserving of this promotion.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN NOV 3 1920 DEPARTMENT OF COMMERCE

108
11/2/20.

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

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 1 1920

Submitted to the Secretary of Commerce, approved.

1920 NOV 1 PM 3 42

Acting Commissioner of Lighthouses.

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

11—2314

JUN 16 1920 9 23 AM

LIGHT
JUN 16 1920
HOUSES

DEPARTMENT OF COMMERCE

APPOINTMENTS
JUN 17 1920

JUN 17 AM 9 40

PERSONAL QUESTIONNAIRE

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: Mr. James W. Hinckley

2. Position to which appointed: Keeper

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

4. Place of duty: Race Point Light Station, Massachusetts
(City, town, station, or vessel.)

5. Salary: $660 per annum.

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 Asst. Lighthouse Keeper examination, Feb. 26, 1920.

U. S. REPORT MEA
ENTERED

PART II.

CARDED

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 James Winchester Hinckley

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

James W. Hinckley

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

Massachusetts (State or Territory.) Barnstable (County.) Hyannis (City or town.) 16 (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? Dennis Mass

7. When were you born? December (Month.) 25th (Day.) 1867 (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.") Married

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

William E Hinckley (Name.) Pleasant St (Number and street.)

Hyannis Barnstable (City or town.) Mass (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.

11—6922

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.)

Carpenter

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.)

Public School

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.")

Carpenter

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

Asst Light House Keeper
examination of Feb 26th 1920

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 9th, 1920

Witness (in case signature is by mark):

(Signature) James W. Hinckley

(Present address) Pleasant St
(Number and street.)

Hyannis (City or town.) Mass (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 June 14, 1920

(Signature) Geo C Crosby

(Official title) Superintendent, 2nd District.

11—6923

JUN 16 1920 9 23 AM

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHT HOUSES JUN 16 1920

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK 5 APPOINTMENTS JUN 17 1920

1920 JUN 17 AM 9 40

I, James W. Hinckley

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.

James W. Hinckley
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 9th day of June, A. D. 1920

(Affix official seal here)

[4] (Name) Edward L. Chase Jr.

(Official title) Notary Public.

My commission expires April 30th 1925

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$660 per annum	Race Point Light Station, Massachusetts
Former [5] --	--	-----

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

CARDED

Office of Lighthouse ~~District~~ Superintendent, Second District

Boston, Mass. (Address), June 14, 1920. (Date)

The above-named appointee entered upon duty on June 10, 1920. (Date)

Geo E. Corbin
(Signature, followed by title)

Superintendent, 2nd District.

[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 after the 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 lighthouse inspector 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 lighthouse inspectors 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

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 1, 1920.

Mr. James W. Hinckley,

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 Six Hundred and Sixty 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. [illegible]) issued by the Secretary of the First Civil Service District.

By direction of the Secretary:

Respectfully,

(SIGNED) H. M. CROSS

Acting Chief of Appointment Division.

M
C

CARDED

JUN 1 1920

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Edwin D. Smith.

Legal Residence: Massachusetts.

Second

(See reverse side.)

U. S. REPORT DATE ENTERED

11-3080

Form 73

GEE-SI

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass. (City.), May 25 (Date.), 1920

LIGHT HOUSES MAY 28 1920

1920 MAY 29 PM 2 17

APPOINTMENTS

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name,. James W. Hinckley — Legal residence, Massachusetts

Position, Keeper — Salary, $660 per annum.

1920 MAY 29 PM 3 04

Location, Race Point Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses

Effective June 7, 1920, {[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, -- — Former salary, --

Location, --

Asst.Lighthouse

Rank on eligible list, 5 Rating, Keeper Percentage, 89.0 , Other eligibles considered: Joseph V. Perry, C - Benjamin S. Bassett, FR - David W. Mann, C

Previous incumbent, Edwin D. Smith — Services terminated, April 20, 1920.

Reason, Resignation-

Members of family in Government Service, None.

Remarks: Quarters are provided for families of keepers at this station. Mr. Hinckley has had no previous Government Civil Service. He was not required to appear at this office owing to distance, but his vouchers showed clear record in previous employment.

Selection regular, subject to the action of the U. S. Civil Service Commission, May 26, 1920

B. L. Salmon
Secretary, 1st Civil Service District.

Galen
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON MAY 28 1920

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUN 1 - 1920 DEPARTMENT OF COMMERCE

H. B. Bowerman
Acting Commissioner of Lighthouses.

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

11—2314