REFERENCE SERVICE SLIP
Archival Research Room Record Request
National Archives at St. Louis

Date: 12/03/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	DEC 05 2024 AM 10:34
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
King, Fred, G.		1884 Netherlands

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: 1967 WA

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 (MI)	From: 1919	To: 1920
(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: 2-303754-23459

CMRS Search Request Number(s): Submitted to Arc. search 12/19/24 SBH

Attendant Signature:

Remarks:

'24 DEC 30 PM 1:04:53

SCREENING NOTES

☒ Reviewed and Nothing Removed KD ☐ 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

CMRS CASE #: 2-3037542 3390

Employee Name: King Fred G **DOB:** 1884 NL

DOD 1967 WA

SOUNDEX: L235

Lighthouse MI 1919-1920

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:	Area:	positive	negative
ARCIS:	Area:	positive	negative

Notes: _____

Mr. Fred G. King.

Mr. Fred G. King

INACTIVE

LEGAL RESIDENCE
Wash.

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
TEMPORARY not subject Keeper Eldred Rock L.S. Aug.	$840	L. H.	Oct. 14, 1919.
" Prob. " " " "	$840	"	Jan. 13, 1920.
RESIGNED CLOSE OF May 14, 1920			
			dated June 8, 1921
			INACTIVE

11—1248

Form 73

OCT 27 1919 9 03 AM

NOMINATION

LIGHT OCT 27 1919 HOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Superintendent, 16th DISTRICT.

Ketchikan, Aaa., (City.) October (Date.), 1919.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment - 3 months.

CHIEF CLERK

1919 OCT 28 PM 2 49

Name, Fred G. King — Legal residence, Alaska.

Position, Keeper in the Lighthouse Service. — Salary, $840 A.

Location, Eldred Rock Light Station, Alaska. — Appropriation, Salaries, Keepers of Lighthouses.

Effective October 13, 1919. — {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, New appointee. — Former salary,

Location,

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

Not on eligible list.

19 OCT 28 PM 3

Previous incumbent, J. A. Copeland. — Services terminated, September 1, 1919.

Reason, Transferred.

Members of family in Government Service, None.

Remarks: Not job employment. When Mr. King was ordered to report for duty as temporary 2nd asst. keeper at Eldred Rock there were no eligibles on the list available for that station and it was urgent that the position be filled. An examination has since been held and the position will be offered to eligibles obtained thereby.

FAS 10/29/19.

Selection regular, subject to the action of the U. S. Civil Service Commission, OCT 21 1919, 191

Job employment. IN ABSENCE OF REGISTER

D. V. Swanson

Secretary, 11th *Civil Service District.*

Superintendent, 16th Lighthouse District.

AKT

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 27 1919

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION RECORD NOTHING TAKEN NOV 1 - 1919 DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION RECORD NOTHING TAKEN NOV 1 - 1919 DEPARTMENT OF COMMERCE

19 OCT 28 AM 11 08

Acting Commissioner.

ATC

OAT

1 Strike out the clause which does not apply.

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 1, 1919.

M r. Fred G. King,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Eight Hundred and Forty dollars per annum,

effective October 13, 1919, or as soon thereafter as you enter on duty.

Your appointment will continue for a period not to exceed three months.

CARDED

C. S. REPORT DATA ENTERED

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

M
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: J. A. Copeland.

Legal Residence: Alaska.
16th

APPOINTMENT DIVISION ENTERED NOV 1 1919

11—1393

TW-EHR.

DEC 10 1919 9 13 AM

LIGHT DEC 10 1919 HOUSES

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

APPOINTMENTS DEC 11 1919

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

CHIEF CLERK

1919 DEC 11 AM 9 12

I, Fred G.King,

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.

Fred G. King.
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 18th, day of November, A. D. 19 19.

(Affix official seal here)

[4] (Name) W B Hoyt

(Official title) Notary Public

My commission expires Aug,23d,1921.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present 2nd Asst.Keeper	$840 PA	Eldred Rock Light Station
Former [5]		

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

Office of Superintendent of Lighthouses, 16th District

CANCELED

Ketchikan, Alaska, (Address), Nov. 26, 1919. (Date)

The above-named appointee entered upon duty on October 14,1919, (Date)

Superintendent 16th Lighthouse 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

DEC 10 1919 9 13 AM

LIGHT HOUSES DEC 10 1919

APPOINTMENTS DEC 11 1919

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

CHIEF CLERK

1919 DEC 11 AM 9 12

(To be furnished for each person appointed in the service of the Department immediately upon entrance on duty. The statement should be signed by the appointee or employee. 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, it should be so stated.)

Mr. Fred George King

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

3. Bureau or Service, place, and district in which employed:

Eldred Rock Lightstation — 16th District

Bureau or Service. Place (city, town, station, or vessel). District.

4. Position to which appointed second asst Keeper

5. Compensation $840.00 per year 45 & ration allowance.

6. Appropriation from which paid $20 bonus monthly

7. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination ——, 191—;" or "Without examination;" or "By reinstatement;" or "By transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

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

Seattle Wash. King

City or town. State or Territory. County. Congressional district.

9. When the legal residence given in answer to question 8 differs from that given in the certificate of appointment, the discrepancy should be explained.

Left Seattle 12th June 1919 changing residence

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

11. Where were you born? Amsterdam — Netherland

12. When were you born? November eleventh 1884

Month. Day. Year.

13. If foreign born, state when and where naturalization papers were taken out 7th June 1918 at Port Townsend Wash County Jefferson

14. What is your marital condition? Single

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

J. C. Koegsee Nassaukade 332

Name. Number and street.

Amsterdam Netherland — Europe.

City or town. State or Territory.

11—1434

16. Are there any members of your family, besides yourself, in the civil service of the United States? No.

(If answer is "Yes," give 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		

17. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.)

No.

18. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
	No.				

19. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.)

No.

20. Were you in the military or naval service of the United States during any war? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
63rd Art. C.A.C.	18th Oct. 1917	21st March 1919	expiration of service

21. 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.

22. Are you the widow or orphan of an honorably discharged soldier or sailor? No. (If answer is "Yes," give the information called for by the blanks below.)

Relationship (widow or orphan).....

Name under which soldier or sailor rendered service .....

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

23. What was your occupation prior to entering the United States civil 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 18, 19, 20, and 21.)

Fisherman.

24. What education have you received? (Indicate the grades of schools you have attended, and, in case 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., 1900; Columbia University, LL. B., 1903.)

Public and Highschool.

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

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

None educational exams.

27. Were the answers to the foregoing questions written by you? (If not, state the name and address of the person who wrote them for you.)

Yes.

Date, Nov. 11th, 1919

Witness (in case signature is by mark):

(Signature) Fred G. King

P. O. Address: Eldred Rock Lighstation
City or town.
via Juneau Alaska
Number and street.

State or Territory.

(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 November 26, 1919.

(Signature) W. O. [illegible]

(Official title) Superintendent of Lighthouses,
16th District.

11—1424

TW/MM
Form 73

NOMINATION

DEC 30 1919 9 23 AM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT DEC 30 ... HOUSES

OFFICE OF LIGHTHOUSE INSPECTOR, 16th DISTRICT.

Ketchikan, Alaska, (City.) December 15, (Date.) 1919

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Fred G. King — Legal residence, Alaska

Position, Keeper in the Lighthouse Service — Salary, $840 A.

Location, Eldred Rock Lightstation, Alaska. — Appropriation, Salaries, Keepers of Lighthouses. 1919 DEC 31 AM 9 16

Effective January 13, 1920 — {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Same (Temporary appointment) — Former salary, $840 A.

Location, Same

Rank on eligible list, Second Rating, — Percentage, 86, Other eligibles considered:
Nicholas Kashevaroff. C
James E. Burns. C

Previous incumbent, himself — Services to be terminated, January 12, 1920

APPOINTMENT

Reason, Expiration of temporary appointment.

1919 DEC 31 AM 10 23

Members of family in Government Service, None.

Remarks: Quarters are not furnished by the Government for families at this station and none can be rented.

Selection regular, subject to the action of the
U. S. Civil Service Commission, DEC 24 1920, 191

D. V. Swanson
Secretary, 11th *Civil Service District.*

W. D. Lucas
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

DEC 30 1919

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JAN 3 - 1920 DEPARTMENT OF COMMERCE

1919 DEC 30 PM 3 54

Acting Commissioner

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Mr. Fred C. King, January 3, 1920.

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 Eight Hundred and Forty 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 Secretary of the Eleventh Civil Service District.

CARDED

APPOINTMENT ENTERED JAN 3 - 1920 DEPT OF COMMERCE

By direction of the Secretary;

Respectfully,

(SIGNED) CLIFFORD HASTINGS

M
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Yourself.

Legal Residence: Alaska.

16th

(See reverse side.)

U. S. REPORT DATA ENTERED

11—8080

Form 93

TW:PP

LETTER TRANSMITTING RESIGNATION

LIGHT HOUSES FEB 19 1920

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Superintendent
OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ 16th DISTRICT,

Ketchikan, Alaska, February 5, 1920, ~~19~~

1920 FEB 21 PM 2 57

THE COMMISSIONER OF LIGHTHOUSES:

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

Name, Fred G. King — Position, Keeper in the Lighthouse Service

Legal residence, Washington — Station, Eldred Rock Light Station, Alaska.

Salary, $840 per annum

The acceptance of this resignation is recommended effective at the close of May 14, 1920

APPOINTMENTS

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

1920 FEB 21 PM 4 18

Remarks:

This employee has taken no leave of absence since his entrance on duty on October 14, 1919. It is the intention to grant him the accrued leave due him up to April 1st, viz; 44 days, his resignation being therefore recommended to take effect at the close of May 14 1920.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN FEB 24 1920 DEPARTMENT OF COMMERCE.

108 2/24/20.

Superintendent.

BUREAU OF LIGHTHOUSES

WASHINGTON FEB 19 1920

Inclosures

Submitted to the Secretary of Commerce, approved.

11—4623

1920 FEB 21 PM 2 06

Acting Commissioner

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 4 1920
KETCHIKAN

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

LIGHT HOUSES FEB 19 1920

„Eldred Rock" Lightstation 1-25-1920.
(through the Keeper)

To:
Superintendent of 16th District
Lighthouse Service
Ketchikan

From:
2nd asst Keeper Fred. G. King,
Stationed at „Eldred Rock" Lightstation.

Sir:

I herewith tender my resignation as 2nd asst, Keeper at „Eldred Rock" Lightstation. Said resignation to take effect before or on the 1ste April, 1920. Expenses for maintenance of person are to great on said station, to leave any inducement to a young man, in the prime of his life, for maintaining said position. The ration alowance of pretty near two days is required, to pay freightcharges on a small parcel of provisions. And the cost of necessities are of such enormous size, as to leave but little. And, as the bones is to be suspended,

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE
SUPERINTENDENT
FEB 4 1920
KETCHIKAN

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

the amount of balance is not sufficient to justify the work. Farthermore, I haven't found conditions encouraging, but do not desire to prefer charges. Hoping you'll grant me my request, I remain, Respectfully and Sincerely, Yours,

Fred. G. King,
2nd asst, Keeper,
"Eldred Rock" Lightstation.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KETCHIKAN, ALASKA

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE SUPERINTENDENT
FEB 4 1920
KETCHIKAN

OFFICE OF INSPECTOR, 16TH DISTRICT
KETCHIKAN, ALASKA

Elderd Rock Light Station Jan 25th 20

Superintendent of Lighthauses
Ketchikan

Sir

Mr Fred G King as you se is sending you his resignation.I can State he come to this Station only for to take in the Winter he had no intention to sty in the Service as I belive he was allredy heaird for a Cannery before he come to this plasce.

I should recomend that you will give his discharge as sone as posible as we can very vell get along without him

Very Respectefully
N. C Mansen
Keeper

Copy PP.

Eldred Rock Light Station, 1-25-1920
(Through the Keeper)

To:
Superintendent of 16th District,
Lighthouse Service,
Ketchikan.

From:
2nd Asst Keeper Fred G. King,
Stationed at Eldred Rock Light Station.

Sir:

I herewith tender my resignation as 2nd assistant keeper at Eldred Rock Light Station. Said resignation to take effect before or on the 1st of April, 1920. Expenses for maintenance of person are to great on said station to leave any inducement to a young man, in the prime of his life, for maintaining said position. The ration alowance of pretty near two days is required, to pay freight charges on a small parcel of provisions. And the cost of necessities are of such enormous size as to leave but little. And, as the bonus is to be suspended the amount of balance is not sufficient to justify the work. Farthermore, I haven't found conditions encouraging, but do not desire to prefer charges. Hoping you'll grant me my request, I remain, Respectfully and Sincerely, Yours,

(Signed) Fred G. King,

2nd Asst. Keeper,

"Eldred Rock" Lightstation.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 24, 1920.

M
r. Orod G. King,
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

May 14, 1920.

Bureau.....Lighthouse Service

Station.....Eldred Rock Light Station Alaska.

Position.....Keeper.

Salary.....$840. per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

U. S. REPORT DATA ENTERED

CARDED

APPOINTMENT DIVISION ENTERED FEB 9 4 1920 DEPT. OF COMMERCE

Sixteenth District
S
C

CROSS REFERENCE

SEE FILE--464/16/ D #1

NAME King, Fred L. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 11th 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
960	240	1200	XCR	404.25	1604.25	LHS	7	1380	Yes Approved	60	

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

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1320 TO $1560

CLASSIFICATION BOARD FORM NO. 1
(To be filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 15

2—16758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. King (Surname) Fred (Given name) L. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse
5. (a) Field Station Eleventh District
   (b) Subdivision Cheboygan Light Station, Mich.
   (c) City or town Cheboygan State Mich.
6. Pay-roll title Keeper.
7. Customary office title Keeper

8. (a) Number of regular working hours of the position, per day 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 4 to 6 hrs. 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 $960 per annum; bonus, $240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $960 per annum; bonus, $240 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
    45 cents per day commutation of rations. *(Quarters for self and family)
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, $40.00
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
In charge of incandescent oil vapor light and steam fog signal on shore. Duties as follows:	
1. Standing watch for approach of fog and observing functioning of light and fog signal apparatus,	25
2. Operation of fog signal	7
3. Care of light and fog signal apparatus	20
4. Painting, minor repairs, and miscellaneous work around buildings, boat, and grounds,	35
5. Preparation of periodical reports and correspondence	5
6. Trips to nearest store for supplies, mail, etc.,	8

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

Keeper works on his own responsibility and is required to observe requirements of printed Regulations and Instructions under general supervision of the Superintendent and to carry out any special instructions issued from time to time by the Superintendent.

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

Keeper has direct supervisionof the work of one assistant.

21. How long have the employee's duties been substantially as described above? 7 years 3 months

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

JUL 24 1923, 1923. Edw L Woodruff Superintendent of Lighthouses.
(Date) (Signature of Preparing Officer) (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		
Common School	X	

Technical Education: If essential, kind and extent .....

Experience: If essential, kind and extent Experienced boatman; also familiarity with machinery desirable.

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 $ 1200 to $ 1320

JUL 24 1923, 1923. Edw L Woodruff Superintendent of Lighthouses.
(Date) (Signature of head of field office or station) (Title)

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