'26 OCT 23 AM 7:55

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

Date: 10/23/2026

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
Roberts, William, N.		NJ

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.)

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (CT/NJ/NY) 3rd District		
From: 1920	To: 1923	
(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: C-00842156G

Attendant Signature:

CMRS Search Request Number(s):

Remarks:

'26 NOV 4 PM 1:53

SCREENING NOTES

- ☐ Reviewed and Nothing Removed JMH
- ☐ 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:



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: William N. Roberts
2. Position to which appointed: 2nd Assistant Keeper
3. Bureau or Service: Lighthouse Service, District: Third
4. Place of duty: Old Orchard Shoal Lt.Sta. (City, town, station, or vessel.)
5. Salary: $780.00 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).

By examination for keepers, July 23,1920

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. William Norris Roberts

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

William N. Roberts

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

New Jersey (State or Territory.) Passaic (County.) Paterson (City or town.) ~~7th~~ 3rd (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.

193 Jenness Ave. Paterson, N. J.

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

11—6923

6. Where were you born? Paterson, New Jersey

7. When were you born? May (Month.) 17, (Day.) 1894 (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.

Mrs. William N. Roberts. (Name.) 193 Genesee Ave. (Number and ~~street.~~)

Paterson (City or town.) New Jersey (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.) No

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.") 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.
Navy U. S. S. Kentucky	Enrolled Nov. 13, 1916	Released Dec. 23, 1918	
Time Expired	Nov. 13, 1920		

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.

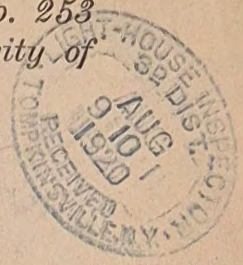
Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Navy U. S. S. Wyoming	Sept. 22, 1911	May 15, 1916	Expiration of Enlistment

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

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.



William N. Robert
(Name.)

2nd Asst. Keeper
(Position.)

Light House Service
(Bureau, Office, or Service.)

Date, Aug. 4, 1920

11—3914

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

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.")

Experience in the handleling of Carpenter Tools.

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

Ex of Keepers July 23-1920

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, Aug. 4, 1920

Witness (in case signature is by mark):

(Signature) William N. Robert

(Present address) Old Anchorage Lt. Sta.
(Number and street.)

P Post Master Stapleton Sta. N. Y.
(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 Aug 20, 1920

(Signature) J. T. YATES.

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

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.)

Cabinet Shop New Jersey Farmer Co. Worked on circular saws, Planers, Joiners, and bench work.

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.")

Experience in the handleling of Carpenter Tools.

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

Ex of Keepers July 23-1920

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, Aug. 4, 1920

Witness (in case signature is by mark):

(Signature) William H. Roberts

(Present address) Old Anchorage Lt. Co.
(Number and street.)

P. Post Master Singerton S.I. N.Y.
(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 Aug 20, 1920

(Signature) J. T. YATES.

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

11—6922

Wm. N. Roberts, 2nd Asst. Keeper,

Through the Keeper,

Old Orchard Shoal L.S.

(Date) July 27, 1920

LIGHT-HOUSE INSPECTOR 2d DIST. AUG 10 1920 RECEIVED TOMPKINSVILLE, N.Y.

(Sign and forward this receipt by return mail to the Superintendent of Lighthouses, Third District, Tompkinsville, N.Y.)

(Date) ...Aug. 4.....1920

Received from the Superintendent of Lighthouses, Third District, one copy of INSTRUCTIONS TO EMPLOYEES OF THE UNITED STATES LIGHTHOUSE SERVICE 1915, which will be carried on the accounts of the station as Government property.

(Name).....

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.")

Experience in the handleling of Carpenter Tools.

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

Ex of Keepers July 23-1920

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, Aug. 4, 1920

Witness (in case signature is by mark):

(Signature) William N. Roberts

(Present address) Old Orchard Lt. SO
(Number and street.)

P. Post Master Stapleton Sch. N.Y.
(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 Aug 20 —, 1920

(Signature) J. T. YATES.

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

11—6922

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

October 13, 1922.

75

5

Mr. William N. Roberts,

Through the Commissioner of Lighthouses.

1922 OCT 14 AM 8 24

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 October 31, 1922.

Bureau.....Lighthouse Service.

Station.....Old Orchard Shoal Light Station, New York.

Position.....Keeper.

Salary.....$840 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

3rd

Form 93

FWO-JHG

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, DISTRICT,

Staten Island, N. Y., Oct. 11, 1922, 19

COMMISSIONER OF LIGHTHOUSES:

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

Name, William N. Roberts Position, Keeper

Legal residence, New Jersey Station, Old Orchard Shoal Lt. Sta., N.Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of Oct. 31, 1922

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

Remarks:

For and in the absence of the Superintendent.

F. W. Ockentels

1st Asst. Supt.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023

Form 93

FWO-JHG

NOTICE OF RESIGNATION OR DEATH

(15)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, DISTRICT.

Staten Island, N. Y., Oct. 11, 1922, 19

COMMISSIONER OF LIGHTHOUSES:

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

Name, William N. Roberts Position, Keeper

Legal residence, New Jersey Station, Old Orchard Shoal Lt. Sta., N.Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of Oct. 31, 1922

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—4623

VC PS 11/8/22

Mess JC

(95)

FWO-JHC

William N. Roberts, 1st Asst.Keeper, Oct. 11,1922
Through the Keeper,
Old Orchard Shoal Lt.Sta.,
P.O.Box 66,
Stapleton, N. Y.

SUBJECT: Resignation.
REFERENCE: Your letter Oct. 9,1922.

1. Your letter dated Oct. 9,1922 resigning your position as 1st Assistant Keeper of Old Orchard Shoal Light Station, has been received and forwarded to Washington, with recommendation that same be accepted, effective at the close of October 31,1922.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

(15)

SUPERINTENDENT OF LIGHTHOUSES
OCT 11 1922
RECEIVED
TOMPKINSVILLE, N.Y.

Old Orchard Shoal Lt. St.
(Station, Depot, or Vessel)

Oct. 9th, 1922

Superintendent

I respectfully request that this be
accepted as my resignation, to expire
Oct. 31st. As I have something else in
view.

Respectfully
William H. Roberts.
1st. Asst Keeper

Read & approved

John J Morell
Supt

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

(45)

SUPERINTENDENT OF LIGHTHOUSES
MAR 21 1922
RECEIVED
TOMPKINSVILLE, N.Y.

FWO-JHG

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

William N. Roberts, 1st Asst.Keeper,
Through the Keeper, Old Orchard L.S.
P. O. Box No.66,
Stapleton, N. Y.

March 7, 1922

SUBJECT: Position of keeper or assistant keeper at Stratford Shoal Lt.Sta.

1. Advise this office by return mail, whether or not, in the event of a vacancy, you would be willing to accept appointment to the position of keeper of Stratford Shoal Lt.Sta., located off shore in Long Island Sound. The total monthly pay of this position is $123.50, consisting of base pay of $90 per month, a temporary increase or bonus of $20 per month, and the usual ration allowance of 45 cents per day.

2. Also advise if, in the event of a vacancy in the position of 1st asst.keeper at the same station, you would be willing to accept appointment to same. The total monthly pay of the position is $108.50, consisting of base pay of $75.00 per month, temporary increase or bonus of $20 per month, and the usual ration allowance of 45 cents per day.

3. If you are now receiving Longevity Pay or Additional Pay on account of operation of oil engines, such additional pay would continue in addition to the rates shown above, should you be selected for appointment.

4. The light at this station is a 4th order oil vapor, and the fog signal a 1st class air siren. Quarters are provided for the three keepers at this station, but not for families of keepers. Family quarters can probably be rented at Bridgeport, Conn., or Port Jefferson, N. Y.

5. A prompt reply is requested.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.
RECEIVED
DEC 1921

5157

Resigned
10/30/22

Old Orchard Shoal LB. SD.
(Station, Depot, or Vessel)

Dec. 8, 1921

Superintendent

I respectfully request a transfere as Keeper to the following Stations.

- X Bergen Point
- X Black Rock
- X Chapel Hill
- X Conover Beacon
- X Elm Tree
- X Ford Wadsworth
- X Hereford Inlet
- X Horton Point
- X Ludlam Beach
- X New Dorp Beacon
- X Point Comfort Beacon
- X Princes Bay
- X Sea Gird
- X Stonington Brk. water
- X Trops Neck
- X Waackaack

William N. Roberts
1 asst. Keeper

Approved

John J. Morell
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT LIGHTHOUSES
TOMPKINSVILLE, N.Y.
RECEIVED
DEC 1921

THIRD DISTRICT

Old Orchard Shoal Lt. St.
(Station, Depot, or Vessel)

Dec. 8, 1921

Superintendent

I respectfully request a transfer as Keeper to the following Stations.

Bergen Point	Ludlam Beach
Black Rock	New Dorp Beacon
Chapel Hill	Point Comfort Beacon
Conover Beacon	Princes Bay
Elm Tree	Sea Girt
Fort Wadsworth	Stonington Brk. water
Hereford Inlet	Throgs Neck
Horton Point	Waackaack

William H. Roberts.
1ast. Keeper.

Approved

John J. Morell

Keeper.

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

1921 NOV 21 PM 12 59

75

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M November 21, 1921.

r. William N. Roberts,

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 December 1, 1921 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.

3rd district

FWO-JHG

(75)

William N. Roberts, 2nd Asst.Keeper,
Through the Keeper,
Old Orchard Shoal Light Station,
P.O.Box 66, Stapleton, N. Y.

Nov.18,1921

SUBJECT: Promotion.

1. You are advised you have been recommended for promotion to the position of 1st assistant keeper of Old Orchard Shoal Light Station, effective December 1,1921.

W. L. YATES.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHJ

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y. (City.) Nov.17,1921 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, William H. Roberts — Legal residence, New Jersey

Position, Keeper — Salary, $840 per annum

Location, Old Orchard Shoal Lt.Sta.,N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective December 1,1921 — ~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $780 p.a.

Location, Old Orchard Shoal Lt.Sta.,N.Y.

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

Previous incumbent, John J. Morrell — Services terminated, Nov.30,1921

Reason, Promoted

Members of family in Government Service,

Remarks:

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.

NCQD
Mess JD

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

11—2314

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHG

2652

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y. (City.) Nov. 17, 1921 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, William H. Roberts — Legal residence, New Jersey

Position, Keeper — Salary, $840 per annum

Location, Old Orchard Shoal Lt.Sta., N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective December 1, 1921 — {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $780 p.a.

Location, Old Orchard Shoal Lt.Sta., N.Y.

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

Previous incumbent, John J. Morrell — Services terminated, Nov. 30, 1921

Reason, Promoted

Members of family in Government Service,

Remarks:

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 98.

Mess

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

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

2185

75

Civil list
12-8-21

Old Orchard Shoals L. S.
(Station, Depot, or Vessel)

Feb. 1, 1921

Supt.

I respectfully request a transfer as Keeper or asst. Keeper to the following Stations.

X Bergen Point
X Elm Tree
XX Eatens Neck
X Horton Point
X Lloyd Harbor
X Rotton Point Coney Is.
X Princes Bay

Respectfully Yours

William H. Robert.

2 and Asst. Kpr.

Read and aproved.

William J. Eppens Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
RECEIVED
1921
TOMPKINSVILLE, N.Y.

(75)

Old Archard Shoal Lt. D
(Station, Depot, or Vessel)

Feb. 1, 1921

Supt.

I respectfully request a transfer as Keeper or Asst. Keeper to the following Stations.

Bergen Point
Elm Tree
Eatns Neck
Horton Point
Lloyd Harbor
Norton Point
Princes Bay

Respectfully Yours

William H. Roberts

2nd Asst. Keeper

Read and approved

William J. Eykens Keeper

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

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

3-105

75

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

Aug. 24,1920

William N. Roberts, 2nd Asst.Keeper,
~~Through the Keeper.~~
Old Orchard Shoal Light Station.

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

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

PLACE, Tompkinsville, N. Y.

DATE, Aug. 24, 1920, 191

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

Stapleton, N.Y.

SIR:

Please examine William N. Roberts, 2nd Asst. Keeper, Old Orchard Shoal Lt. Sta.

nativity, United States; age, 26; height, 5 feet, 9¾ inches;

weight, 132 pounds; color of hair, brown; color of eyes, brown

distinguishing marks, Tattoo marks - bracelet and L.R. on left wrist; W.R. on right lower arm; star on back of right hand; ring on middle finger left hand.

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.)

B

Witnessed by Keeper, Old Orchard Shoal L.S.

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

LIGHT-HOUSE INSPECTOR
32 DIST.
AUG 23 24 1920
RECEIVED
OWENSVILLE, KY.

Your answer to distinguishing marks reads as follows:-

"Bracelet L.R. W.R. right lower arm Star on right hand Ring oo left finger left hand"

Does this mean tattoo marks? and if so explain them more clearly. State what LR . and W.R. mean, and which is left finger .

R. Bracelet tattooed on right hand, between base of Thumb and underfinger

L. Ring tattooed on middle Finger of left Hand.

William J. Ephraim.
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR 2d DIST. AUG 24 1920 RECEIVED TOMPKINSVILLE N.Y.

THIRD DISTRICT

Old Orchard Beach Light Sta.
(Station, Depot, or Vessel)

August 18th, 1920.

Superintendent of Light Houses
3rd Dist. Tompkinsville, N.Y.

Regarding the distinguishing marks on
William N. Roberts, U.S. Keeper on this Station
I beg to state that the tatooed Marks represent
a. Bracelet on left wrist with L. R. meaning Left wrist.
b. W. R. representing his initials on right lower arm
c. Star tatooed on right hand, between base of Thumb
and underfinger
d. Ring tatooed on middle Finger of left Hand.

William J. Roberts.
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTORS 3D DIST. AUG 24 1920 RECEIVED TOMPKINSVILLE, N.Y.
LIGHTHOUSE INSPECTORS 3D DIST. AUG 9 10 1920 RECEIVED TOMPKINSVILLE, N.Y.

JHG

Just examined

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

Wm. J. Epkens.....Keeper

July 27, 1920

Old Orchard Shoal.....Light Station,

Stapleton, N.Y.

Furnish the information called for below in regard to Assistant Keeper Wm. N. Roberts, and return this sheet to this office:-

Be careful to see that the information given is accurate:-

Born in (Country or State) New Jersey

Age 26 years

Height 5 feet 9 3/4 inches

Weight 133 pounds

Color of hair Brown

Color of eyes Brown

Distinguishing marks Bracelet L.R. W.R. right forearm
Star on right Hand. Ring on left finger left Hand.

W. J. EPKENS

Superintendent

Returned to Superintendent, the information required having been inserted above.

William J. Epkens Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JAN 4 1921
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Old Orchard Shoal Light Sta
(Station, Depot, or Vessel)

December 31st, 1920.

Superintendent of Light Houses
3rd Dis. Tompkinsville. N.Y.

Sir

Pertaining to the ending of the probationary services of William H. Roberts. Asst Keeper at this Station. I beg the Office to be informed that I have found him at all times fully efficient conscientious to duty and more painstaking than the average, and should be pleased to retain him on this Station.

William J. Eskens. Keeper.

FWO-JHG

75

William J. Epkens, Keeper,
Old Orchard Shoal Light Station,
C/O Postoffice,
Stapleton, N. Y.

Dec. 21,1920

SUBJECT: Probation of William N. Roberts.

1. The probationary period of employment of William N. Roberts, Second Assistant Keeper of Old Orchard Shoal Light Station, will expire on January 23,1921. 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.

CERTIFICATE OF PROBATIONARY APPOINTMENT

250

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

75

LIGHT HOUSES AUG 9 1920

August 5, 1920.

Mr. William N. Roberts,

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 entered (July 24, 1920.) upon duty in the above-mentioned position.

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

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

S
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Charles E. Jones, Jr.

Legal Residence: New Jersey.
3rd district

(See reverse side.)

11—5080

Form 73

NOMINATION

JRC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Tompkinsville, N.Y. (City.) July 26,1920 (Date.), 19

COMMISSIONER OF LIGHTHOUSES:

(Thr.Sec'y 2nd C. S. Dist.)

Action recommended, Probationary appointment.

Name, William H. Roberts — Legal residence, New Jersey

Position, Keeper — Salary, $790. p.a.

Location, Old Orchard Shoal Lt.Sta.,N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective July 24, 1920 — {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, 1 Rating, Keeper Percentage, 80.0 , Other eligibles considered:

James G.Moran D. Joseph W.Eden D. (Names removed from eligible register)

Previous incumbent, Charles E.Jones,Jr. Services terminated, April 30,1920

Reason, Promoted

Assignment to duty July 24,1920 was necessary for the reason it was not practicable to permit this position to remain vacant until appointment certificate could be obtained.

Members of family in Government Service, None.

Remarks: No employee of District desired transfer to this position. There are no quarters for families of keepers at this station. Nos.4,5,6 & 7 on eligible list will accept appointment only at certain specified stations.

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

For and in the absence of the Superintendent.

F. W. Ockentels

1st Asst.Supt.

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR 3D DIST. JUL 26 1920 RECEIVED TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Old Orchard Shoal Light Sta.
(Station, Depot, or Vessel)

July 24th, 1920.

Superintendent of Light Houses.
3rd Distr. Tompkinsville. N.Y.

Respectfully, report that William H Roberts the newly appointed 2nd Assistant Keeper for this Station was landed here by Tender Myrtle at 2.15 pm- to day and has taken up his duties.

In the absence of Bed and bedding etc- I have supplied him to make him Comfortable until the stores are send from the depot, as announced

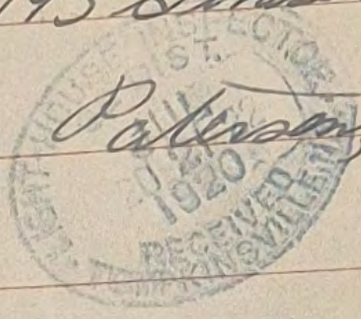
William J. Eskins
Keeper.

EOD July 24-1920
Entd

July 20, / 20

193 Genesee Ave.

Paterson, N.J.



Dear Sir.

I received your letter today the 20th and will be done before 7 a.m. Saturday morning as requested.

I remain

Yours Respectfully

Wm. H. Roberts.

FILE COPY

FWO-JHG

William N. Roberts,
193 Genessee Avenue,
Paterson, N. J.

July 19,1920

SUBJECT: Position as 2nd Asst.Keeper, Old Orchard Shoal Lt.Sta.
REFERENCE: Your letter July 16,1920.

1. You are informed you have been selected for the position of 2nd Assistant Keeper of Old Orchard Shoal Light Station, and in accordance therewith are hereby directed to report at this Depot, prepared to enter on duty, before 7 A.M., Saturday, July 24,1920, when you will be taken to the station by a Lighthouse tender. Transportation charges will be at your own expense. Show this letter to the keeper of the station, which will be his authority for assigning you to duty. Kindly acknowledge receipt of this letter.

Superintendent.

Copy forwarded for his information, to the keeper of Old Orchard Shoal Light Station. Report to this office promptly by letter the date on which Roberts reports for duty as 2nd assistant keeper.

1st

July 18, 1920

193 Genesee Ave.

Paterson, N.J.



Dear Sir

Enclosed you will find examination papers for assistand keeper in the light house service. You will also find discharges, birth certificate.

I would very much like to know how I stand, and if vacancies are frequent.

I remain

Yours Respectfully

William H. Roberts.

July 16, 1920

UNIT-HOUSE
JUL 17 1920
RECEIVED
PERKINSVILLE, VT.

193 Hennessee Ave.
Paterson, N.J.

Dear Sir.

Your letter to hand Friday July 16th I can report for duty at any time needed.

I remain

Yours Respectfully

Wm. H. Roberts

Pass OK for this place
Code here before
7 am July 24.
ADC 7/19.

Yes—send application
Offer first aldermen

Cos Cob Conn.
July 13, 1920



Dear Sir: Ode

Having been informed of the fact that you are in need of lighthouse keepers. I would like to accept such a position. Having worked as a machinist for fifteen years and at present for Yale & Towne to change for outdoor work. I am married. Please state wages.

Yours in Haste

T J Sweeney
General Delivery
Cos Cob Conn.

FILE COPY

FWO/EJC.

July 15th, 1920.

A.J.Sweeney,
Gen. Delivery,
Cos Cob, Conn.

SUBJECT: Position of Keeper or Asst.Keeper.

REFERENCE: Your letter of July 13th, 1920.

1. As requested there is enclosed herewith application blank together with two circular letters, which will give you full information in regard to the position of Keeper or Asst. Keeper in the Lighthouse Service. If you will fill out the application and return it to this office, your name will be given consideration for any vacancies which may occur.

2. There is at present a vacancy in the position of Second Assistant Keeper of Old Orchard Shoal Light Station, located off shore in New York Lower Bay. The total monthly pay is $98.50, which consists of base pay of $65.00 per month, a ration allowance of 45 cents per day which is paid in cash at the end of each month, and a temporary increase of $20.00 per month. Quarters are provided for Keepers but not for families of Keepers. Family quarters can probably be rented on Staten Island.

3. Advise this office by return mail whether or not you wish to be considered for this position and state how soon you could report for duty if selected. Return the application blank properly filled out with your reply.

For and in the absence of the Superintendent.

F.W.OCKENFELS

First Asst.Superintendent.

FILE COPY

FWO-JHG

William N. Roberts,
193 Genessee Avenue,
Paterson, N. J.

July 15,1920

SUBJECT: Position as 2nd Asst.Keeper.
REFERENCE: Your letter July 13,1920.

1. The Certificate of Baptism, Discharge from the Navy, War Service Certificate and letter dated Dec.23,1918 from the Commanding Officer of the U.S.S.KENTUCKY, are returned herewith.

2. Advise this office by return mail whether or not you wish to be considered for the position of 2nd Assistant Keeper of Old Orchard Shoal Light Station, located off shore in New York Lower Bay. The total monthly pay is $98.50 which consists of base pay of $65 per month, a ration allowance of 45 cents per day which is paid in cash at the end of each month, and a temporary increase of $20 per month. Quarters are provided for the three keepers, but not for families of keepers. Family quarters can probably be rented on Staten Island. State how soon you could report for duty if selected for this position.

For and in the absence of the Superintendent.

F. W. Ockenfels
1st Asst.Supt.

William N. Roberts

William N. Roberts

LEGAL RESIDENCE.
New Jersey.

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Old Orchard Shoal L.S. Sta.	$750	L.H.	July 24 1920
" " " " "	$840	"	Dec. 1, 1921
RESIGNED CLOSE OF Oct 31. 1922.			

Form 78

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHG

LIGHT HOUSES AUG 4 1920

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Third DISTRICT,

Tompkinsville, N.Y. (City.) July 26, 1920 (Date.) 19

RECEIVED U.S. CIVIL SERVICE DISTRICT JUL 27 1920

COMMISSIONER OF LIGHTHOUSES:
(Thr.Sec'y 2nd C. S. Dist.)

Action recommended, Probationary appointment.

Name, William N. Roberts — Legal residence, New Jersey

Position, Keeper — Salary, $780. p.a.

Location, Old Orchard Shoal Lt.Sta., N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective July 24, 1920 { the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

APPOINTMENT DIVISION NECESSARY ACTION TAKEN AUG 6 - 1920 DEPARTMENT OF COMMERCE

1920 AUG 5 AM 8 18

1920 AUG 4 PM 4 06

Former position, — Former salary,

Location,

Rank on eligible list, 1 Rating, Keeper Percentage, 80.0 , Other eligibles considered:
James G.Moran D. Joseph W.Eden D. (Names removed from eligible register)

Previous incumbent, Charles E.Jones, Jr. Services terminated, April 30, 1920

Reason, Promoted

Assignment to duty July 24, 1920 was necessary for the reason it was not practicable to permit this position to remain vacant until appointment certificate could be obtained.

Members of family in Government Service, None.

108
8/5/20.

Remarks: No employee of District desired transfer to this position. There are no quarters for families of keepers at this station. Nos.4,5,6 & 7 on eligible list will accept appointment only at certain specified stations.

Selection regular, subject to the action of the U. S. Civil Service Commission, August 2, 1920 , 19

For and in the absence of the Superintendent.

Assistant Secretary, Second Civil Service District.

1st Asst.Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

AUG 4 1920

Submitted to the Secretary of Commerce, approved.

1920 AUG 4 PM 3 09

E.C. Gillette

Acting Commissioner of Lighthouses.

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

August 5, 1920.

Mr. William N. Roberts,

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 entered (July 24, 1920.) upon duty in the above-mentioned position.

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

CARDED

By direction of the Secretary:

Respectfully,

U. S. REPORT DATA ENTERED

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

S
O

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Charles E. Jones, Jr.

Legal Residence: New Jersey.
3rd district

(See reverse side.)

11—6080

8

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

APPOINTMENTS AUG 25 1920

LIGHTHOUSES

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1920 AUG 25 AM 8 43

I, William N. Roberts

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.

HEMPA CO CT D C

William N. Roberts AUG 25 1920

(Appointee signs here)

PM 12 36

[2] swear (See below) and subscribed before me, this [3] 23 rd day of

Aug, A. D. 19 20

(Affix official seal here)

[4] (Name) John J. Trainor

(Official title) Commissioner of Deeds City of New York

My commission expires July 1924

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$780. p.a.	Old Orchard Shoal Lt. Sta., N.Y.
Former[5]		

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

O. S. REPORT DATA ENTERED

CARDED

Office of Superintendent of Lighthouses, 3rd District

Tompkinsville, N.Y. (Address), Aug 24-1920 (Date)

The above-named appointee entered upon duty on July 24, 1920 (Date)

J. A. Wells Supt. 3rd Dist.

(Signature, followed by title)

[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

1920 AUG 23 AM 11 19



LIGHTHOUSES

1920 AUG 21 AM 11

HEMPA CO CF D C

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.

CHIEF CLERK

1920 AUG 23 PM 2 24

1. Name of employee William N. Roberts

2. Position to which appointed 2nd Assistant Keeper

3. Bureau or Service Lighthouse Service, District Third

4. Place of duty Old Orchard Shoal Lt.Sta.
(City, town, station, or vessel.)

5. Salary $780.00 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).

By examination for keepers, July 23,1920

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.

CARD'D

C. S. REPORT DATA ENTERED

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. William Norris Roberts

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

William N. Roberts

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

New Jersey (State or Territory.) Passaic (County.) Paterson (City or town.) 7th (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.

193 Genesee Ave. Paterson, N.J.

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

11—6923

6. Where were you born? Paterson New Jersey

7. When were you born? May (Month.) 17 (Day.) 1894 (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.

Mrs. William N. Roberts (Name.) 143 Genesee Ave. (Number and ~~street.~~)

Paterson (City or town.) New Jersey (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.) No.

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.~~") Yes 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.~~
Navy U. S. S. Kentucky	Enrolled Nov. 13, 1916	Released Dec. 23, 1918	
Time expires	Nov. 13, 1920.		

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.
Navy U. S. S. Wyoming	Sept. 22, 1911	May 15, 1915	Expiration of enlistment

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—6572

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.)

Cabinet shop. New Jersey Veneer Co. Worked on circular saws, planer, joiner, tenoner and bench work.

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.")

Experienced in the handling of Carpenters tools

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

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, Aug. 4, 1920

Witness (in case signature is by mark):

(Signature) William N. Roberts

(Present address) Old Orchard Shoals Ld. Sd.
(Number and street.)

P.O. Mapleton Sch. N.Y.
(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 Aug 20 1920, ~~19~~

(Signature) J. F. Yates

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

tcv

11—6922

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N. Y. (City.) Nov. 17, 1921 (Date.), 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, William N. Roberts — Legal residence, New Jersey

Position, Keeper — Salary, $840 per annum

Location, Old Orchard Shoal Lt.Sta.,N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective December 1,1921 — {[1] ~~xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx~~ or as soon thereafter as he enters on duty.

Former position, Keeper — Former salary, $780 p.a.

Location, Old Orchard Shoal Lt.Sta.,N.Y.

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

Previous incumbent, John J. Morrell — Services terminated, Nov.30,1921

Reason, Promoted

Members of family in Government Service,

Remarks:

11/21/21

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

APPOINTMENT DIVISION NECESSARY ACTION TAKEN NOV 21 1921 DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE NOV 19 1921 APPOINTMENT DIVISION

J. T. Wells

Secretary, Civil Service District.

Hol.

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 18 1921

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

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M

November 21, 1921.

r. William H. Roberts,

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 December 1, 1921 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,

CARDED

Chief of Appointment Division.

S
C
3rd district

U. S. REPORT DATA ENTERED

APPOINTMENT DIVISION ENTERED NOV 21 1921 ON JOURNAL DEPARTMENT OF COMMERCE

Cross reference.

December 3, 1921. The Bureau of Lighthouses adcises the Department of the date of effect of the following change.

Name	Position	Salary	Nature of Change	Letter Date	Effective date
Willaim N. Roberts	Keeper	$840 pa.	Promotion	11-21-21	12-1-21

See file Orrin F. Merry

Form 93

NOTICE OF RESIGNATION OR DEATH

CHIEF CLERK 5

FWO-JHG

1922 OCT 12 PM 4 29

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1922 OCT 12 AM 8 37

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, DISTRICT,

Staten Island, N. Y., Oct. 11 1922, 19

DEPARTMENT OF COMMERCE OCT 13 1922 APPOINTMENT DIVISION.

COMMISSIONER OF LIGHTHOUSES:

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

Name, William N. Roberts Position, Keeper

Legal residence, New Jersey Station, Old Orchard Shoal Lt. Sta., N.Y.

Salary, $840.00 per annum

The acceptance of this resignation is recommended effective at the close of Oct. 31, 1922

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

Remarks:

OCT 13 1922

For and in the absence of the Superintendent.

1st Asst. Supt.

10-18-22

BUREAU OF LIGHTHOUSES

WASHINGTON OCT 12 1922

1 Inclosure

Submitted to the Secretary of Commerce, approved.

11—4623

J. S. CONWAY

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
OCT 10 1922
TOMPKINSVILLE, N.Y.
1922 OCT 12 AM 8 37

Old Orchard Shoal LB. SO.
(Station, Depot, or Vessel)

O.D. 9th, 1922

Rec'd Oct 10/22

Superintendent.

I respectfully request that this be accepted as my resignation, to expire O.D. 31st. as I have something else in view.

840

Respectfully
William H. Roberts.
1st asst. Keeper

Read & Approved

John J. Morrell
Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 18, 1922.

Mr. William N. Roberts,

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 October 31, 1922.

Bureau.....Lighthouse Service.

Station.....Old Orchard Shoal Light Station, New York.

Position.....Keeper.

Salary.....$840 per annum.

By direction of the Secretary:

Respectfully,

Chief of Appointment Division.

CARDED

R. R. REPORT DATA ENTERED

APPOINTMENT DIVISION ENTERED OCT 18 1922 ON JOURNAL DEPARTMENT OF COMMERCE

P
G
3rd