JUL 14 2025 AM 09:21

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

Date: 7/7/2025

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
Russell, Raymond, S.		1882 FL

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: 1956 FL

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 (FL)	From: 1910	To: 1914
(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-0005966545

Attendant Signature:

CMRS Search Request Number(s):

Remarks: REQ SENT - 7/15/25 - RL

25 JUL 22 PM 12:28:07

SCREENING NOTES

- ☑ Reviewed and Nothing Removed CMM
- ☐ 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 and Labor

APPOINTMENT DIVISION FILES

Raymond S. Russell

Mr. Raymond S. Russell.

STATE FROM WHICH APPOINTED
Fla.

INACTIVE

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
Rebecca Shoal Prob. 2nd asst. kpr, K. B. Fla,	$450 pa	Light-House	June 9, 1910
" " " Sombrero Key L. S. Fla	$480 pa.	" "	Dec. 10. 1910
Resigned close Feb 29. 1912			
2nd Asst. Kpr. Alligator Reef L. S. Fla	$480.	L. H.	Feb 11, 1913
Resigned close		May 31, 1914.	
		INACTIVE	

11—1248

Department of Commerce and Labor

LIGHT-HOUSE BOARD
BUREAU OF LIGHT-HOUSES
Washington

DIVISION OF APPOINTMENTS
RECEIVED
JUL 27, 1910
DEPT OF COMMERCE AND LABOR

H B
833
O N E inclosure.
Raymond S. Russell,
probationary appointment.

JUL 2 1910

July 26, 1910.

The Honorable

The Secretary of Commerce and Labor.

Sir:

1. I beg to recommend the probationary appointment of Raymond S. Russell, of Florida, as second assistant keeper at Rebecca Shoal Light-Station, Florida, at $450 per annum, effective beginning June 9, 1910, the date of his entrance on duty, in the place of Joseph P. Roberts, Jr., transferred, effective June 9, 1910.

2. Mr. Russell stands No. 3 on the eligible register, being considered with Messrs. Saunders and Sweeting, eligibles in class III, for this position. Mr. Sweeting's declination is inclosed herewith, and it is recommended that his eligibility be suspended to the close of December 31, 1910.

Respectfully,

G. R. Putnam
Commissioner.

DIVISION OF APPOINTMENTS
APPOINTMENT WRITTEN
AUG 3 1910
U. S. COM. NOTIFIED.
DEPT OF COMMERCE AND LABOR

PROBATIONARY APPOINTMENT—PRIOR DATE

Department of Commerce and Labor

OFFICE OF THE CHIEF CLERK

Washington

Sir: August 3, 1910.

You have been appointed, subject to taking the oath of office, Second Assistant Keeper of Rebecca Shoal Light-Station, Florida, in the Light-House Service at a salary of Four Hundred and Fifty dollars per annum, for a probationary period of six months, effective beginning June 9, 1910, on and after which date you have continuously served in the above-mentioned position.

Retention in the service after the expiration of your probationary period shall be equivalent to absolute appointment.

(Civil-service certificate No. ——)

(Vice Joseph P. Roberts, Jr.)

CHANGE REPORTED AUG - 1910 U. S. ADMINISTRATION

CARDED

APPOINTMENT DIVISION RECEIVED AUG 3 1910 DISBURSING CLERK DEPT OF COMMERCE AND LABOR

By direction of the Secretary:

Respectfully,

Gordon Lumsden

Acting Chief Clerk.

Mr. Raymond S. Russell,

Through the Commissioner of Light-Houses.

Appropriation

11—and

Form 111

RECEIVED
AUG 12 1910
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

DIVISION OF APPOINTMENTS
RECEIVED
AUG 12 1910
DEPT OF COMMERCE AND LABOR

I, Raymond L. Russell do solemnly 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.

Raymond L. Russell
(Appointee signs here.)

[b] Sworn to (See below.) and subscribed before me, this 8 day of August, A. D. ~~190~~ 1910

(Affix official seal here.)

[c](Name:) Chas. L. Knowles

(Official title:) Notary Public

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
2d Asst. Keeper	$450.	Rebecca Shoal L.S.	Florida.	Florida.

(The above should be filled in by the district officer.)

Office of the Inspector, 7th Light-House District,

Key West, Fla., (Address.) August 8, 1910. (Date.)

The above-named appointee entered upon duty on June 9, 1910. (Date.)

CARDED.

(Signed:) W. W. Bennett Comdr., U.S.N., Inspector 7th L.H.Dist.

[a] Insert here "swear" or "affirm," as the case may be.

[b] Insert here "Sworn to" or "Affirmed," as the case may be.

[c] This Oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no 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.

OF THE ... FORWARDED ... 1910 ... TO APPOINTMENTS ... COMMERCE AND LABOR

NOTE CAREFULLY.

The oath may be taken any time prior to the payment of compensation, but no compensation should be paid until the oath is executed in proper form.

A letter of transmittal (use Form 95) should accompany Oath, stating the **exact** date of the entrance on duty of the appointee and the above blank also filled out and properly signed by the district officer.

Failure to fill out this Oath properly will result in its return for correction.

Ent'd AUG 12 1910

RECEIVED
AUG 12 1910
OFFICE OF THE CHIEF CLERK
DEPT OF COMMERCE AND LABOR

RECEIVED
AUG 13 1910
DIV. OF APPOINTMENTS
DEPT OF COMMERCE AND LABOR

PERSONAL QUESTION SHEET

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington, *May 15, 1909.*

To the Chiefs of Bureaus of the Department of Commerce and Labor:

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The information given in Part I should be reviewed and approved in accordance with instructions. The information in Part II should be supplied as indicated and the form forwarded to the Department.

OFFICE OF THE CHIEF CLERK
FORWARDED
AUG 12 1910
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR.

Charles Nagel
Secretary.

PART I.

(Part I should be filled out by the appointee or employee; but, if he is unable to write legibly, another person may write the answers at his dictation. In either case the statement should be signed by the appointee or employee. If he is unable to write, he may sign by mark in the presence of one witness. If he is unable to answer any question, he should indicate that fact.)

CARDED.

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe.)

Mr. Raymond Scaly Russell

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

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

Key West	Florida	Monroe	First
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Key West Fla.

6. When were you born?

May	17	1882
Month.	Day.	Year.

7. Are you pensioned by the U. S. Government? (Answer "Yes" or "No.") No.

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

Mrs. Norman Sweeting (Name.) 423 Grinnell St. (Number and street.)

Key West (City or town.) Florida (State or Territory.)

9. Are there any members of your family, besides yourself, in the civil service of the United States? (If so, give below their names, relationships, the Departments and Bureaus or Services in which they are employed, and the positions they occupy.)

Name.	Relationship.	Department.	Bureau or Service.	Position.
	None			

10. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "By reinstatement," or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Assistant Keepers examination June 8 1910

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

No.

12. 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			

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

No.

14. Were you in the military or naval service of the United States during the Civil or Spanish-American War? (If so, give the information called for by the blanks below.)

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No.			

15. If you served in the military or naval service of the United States at any time other than during the Civil or Spanish-American Wars, indicate such service in the spaces below.

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

16. 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 12, 13, 14, and 15.)

Seaman off the coast of Florida

17. 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.)

Common school

18. 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").

Able bodied Seaman

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

Assistant Keepers examination L. H. S.

20. 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

21. State the date upon which the above blanks were filled. August 8, 1910

Witness:

(Signature) Raymond S. Russell

P. O. Address: Key West Fla.

423 Grinnell St.
Number and street.

Florida
State or Territory.

In case signature is by mark.

(Where the appointee is to be employed outside of the District of Columbia the information given in Part I should be reviewed and approved by the officer in immediate charge before forwarding to the Bureau. Where he is to be employed in the District of Columbia, Part I should be reviewed and approved by the officer who executes Part II.)

Reviewed, approved, and forwarded August 8, 1910.

(Signature) J. H. Bennett Comdr., U.S.N.;

(Official title) Inspector 7th L.H.District.

11—1434

PART II.

(Part II should be executed by the executive officers of the various Bureaus of the Department, or, at their direction, by some official who can give the information desired. If unable to answer any question, indicate that fact.

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed

Light-House. (Bureau or Service.) Rebecca Shoal L.S., Fla. (Place (city, town, station, or vessel.)) 7th (District.)

2. To what position has he been appointed? Second Assistant Keeper.

3. State the date of appointment. August 3, 1910.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)

June 9, 1910.

5. State the date of the oath. August 8, 1910.

6. State the date the employee entered on duty. June 9, 1910.

7. What is his salary? $450. per annum.

8. From what appropriation is he paid? Salaries of Keepers of Light-Houses.

9. Is the position excepted, competitive, or unclassified under the civil service rules? Competitive.

10. If classified, state the date of classification. May 6, 1896.

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

From Asst. Keeper, L.H.Service, examination.

12. Is the employee required to give bond? No.

13. When the legal residence given in answer to question 3, Part I, differs from that given in the certificate of appointment, the discrepancy should be explained.

Reviewed, approved, and forwarded to the Department. (Signature) .....

(Official title) .....

Date: ....., 19

11—1434

In connection with the Bu's. recommendation for the appointment of F. C. Smith, vice RAYMOND S. RUSSELL, DL of Dec. 21, 1910 calls attention to the fact that no recommendation has been received with regards to Russell. See file of
FRANK C. SMITH

INDORSEMENT SLIP

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT
OFFICE OF INSPECTOR 7TH DISTRICT
KEY WEST, FLA.

December 23 1910.

2nd Indorsement.

Raymond S. Russell - recommendation for transfer - date of entry on duty.

Respectfully returned to the Commissioner, Bureau of Light-Houses.

Raymond S. Russell entered upon duty on Dec. 10, 1910 - the erasing of the words "or as soon thereafter as he enters on duty" was inadvertently overlooked.

By direction of the Inspector, and in his absence.

Alfred Brock
Chief Clerk.

HB-AH

INDORSEMENT SLIP

Department of Commerce and Labor

LIGHT-HOUSE BOARD
BUREAU OF LIGHT-HOUSES
Washington Dec. 19, 1910.

1st ---------- indorsement.

Respectfully returned to the Inspector of the 7th Light-House District for a statement of the date when Raymond S. Russell entered upon duty.

A Hoover

Acting Commissioner.

OFFICE OF
LIGHT-HOUSE INSPECTOR,
7th DIST. KEY WEST, FLA.
REC'D DEC 23 1910

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Commissioner, -
Bureau of Light-Houses.
The ~~Light-House Board,~~
Washington, D. C.

Office of INSPECTOR 7TH L.H. DISTRICT
KEY WEST, FLA.
December 10, 1910.

Sirs: I have the honor to recommend the (1) transfer (Probationary appointment, transfer, promotion, etc.)
of (2) Raymond S. Russell Ef. not reported (Name of person—letter for letter—as reported to Board) of (3) Florida (State of legal residence)
from (4) Second Assistant Keeper (Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Rebecca Shoal Light-Station, Fla., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $ 450. p.a. (Salary now paid) to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Sombrero Key Light-Station, Fla., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $ 480. p.a. (Salary recommended), effective beginning (10) December 10, 1910 (the date
of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~ (Strike out the clause not appropriate)
in the place of (11) Benjamin F. Lowe (State name of *last* person holding position)
who (12) resigned (Died, transferred, resigned, dismissed, etc.) on (13) Nov. 30, 1910. (Last day of service)
~~Mr. (14) stands No. (15) in list of eligibles,~~
~~Class (16), with an average of (17) per cent, and~~
~~was considered with (18)~~
~~(19) letters of declination of herewith.~~

Respectfully,

W. W. Watzel, COMDR. U.S.N. Retd.
INSPECTOR 7TH L.H. DISTRICT

Department of Commerce and Labor
BUREAU OF LIGHT-HOUSES
~~LIGHT-HOUSE BOARD~~

12-28-10

TEC

DEC 27 1910, 19

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

OFFICE OF THE CHIEF CLERK FORWARDED DEC 27 1910 TO APPOINTMENTS DEPT OF COMMERCE AND LABOR.

DIVISION OF APPOINTMENTS APPOINTMENT WRITTEN DEC 28 1910 DEPT OF COMMERCE AND LABOR

Acting Commissioner

11—2314

GENERAL APPOINTMENT-PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

December 28, 1910.

Mr. Raymond S. Russell,

Through the Commissioner of Light-Houses.

Sir:

You have been appointed, subject to taking the oath of office, Second Assistant Keeper of Sombrero Key Light-Station, Florida, in the Light-House Service, at a salary of Four Hundred and Eighty dollars per annum, effective December 10, 1910, on and after which date you have continuously served in the above-mentioned position.

(By transfer from Second Assistant Keeper of Rebecca Shoal Light-Station, Florida, at $450 per annum.)

By direction of the Secretary:

Respectfully,

Acting Chief Clerk.

Appropriation:

Vice Benjamin F. Lowe,

Legal Residence: Florida.

AWARDED

ORDER REPORTED
DEC. 1910
U.S. COMMISSION.

APPOINTMENT DIVISION
REPORTED
DEC 29 1910
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

11-1784

Form 111

OATH OF OFFICE

(PRESCRIBED BY SECTION 1757, REVISED STATUTES)

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

I, Raymond S. Russell

do solemnly [a] 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.

Raymond S. Russell
(Appointee signs here.)

Sworn to (See below.) and subscribed before me, this 5th day of January, A. D. 1911

(Affix official seal here.)

[c] (Name:) Geo. L. Lowe

(Official title:) Notary Public

Official Title.	Pay.	Name of Station.	State or Country in which born.	State or Territory from which last appointed.
2nd Asst. Keeper	$480 p:a.	Sombrero Key L.S., Fla.	Florida.	Florida.

(The above should be filled in by the district officer.)

Office of the INSPECTOR 7TH Light-House District,

KEY WEST, FLA. (Address.), January 5, 1910. (Date.)

CARDED

The above-named appointee entered upon duty on December 10, 1910. (Date.)

(Signed:) J. M. Forse
Commander, U.S.N., Retired,
INSPECTOR 7TH L.H. DISTRICT

[a] Insert here "swear" or "affirm," as the case may be.

[b] Insert here "Sworn to" or "Affirmed," as the case may be.

[c] This oath should be taken before a Justice of the Peace, Notary Public, Judge, Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no 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.

RECEIVED JAN 26 1911

NOTE CAREFULLY.

The oath may be taken any time prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

A letter of transmittal (use Form 95) should accompany oath, stating the **exact** date of the entrance on duty of the appointee and the above blank also filled out and properly signed by the district officer.

Failure to fill out this oath properly will result in its return for correction.

11—944

Ent'd JAN 25 1911

READ THE INSTRUCTIONS ON PAGE 3

[redacted] Department of Commerce and Labor

EFFICIENCY REPORT

MAY 10 1911

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Russell, Raymond S., 2. Age 28 yrs. (Last birthday.)

3. Bureau Lighthouse. 4. Position 2nd Assistant Keeper.

5. Compensation $480.p.a. 6. Where employed Sombrero Key L.S., Fla.

7. When appointed (*a*) Aug.3,1910. 8. How appointed (*b*) Through Civil-Service Examination.

9. Status under Civil Service Rules (*c*) Classified Competitive.

10. Is the employee an honorably discharged soldier or sailor? No.

11. Does the employee receive a pension? No. If so, state the amount ----

12. Other Government service None.

13. Duties (describe fully) Tends light, keeps station in order, and cooks alternately with Keeper and 1st Assistant.

14. Has the employee special qualifications? No. If so, state them ----

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	2 00
Quality of work	85	3	2 55
Interest manifested in work (see also Question 17)	85	3	2 55
Attendance		[redacted]	
Total		8 [redacted]	7 10
Average percentage			89

DIVISION OF APPOINTMENTS RECEIVED MAY 31 1911 DEPT OF COMMERCE AND LABOR

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Manifests interest in the Service as a whole, to the extent of work overtime.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) His salary is a fair equivalent for the service rendered. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be. ------

19. Is this employee superannuated? No. If so, what percentage of salary is unearned? ------

20. Remarks: (*e*) No.

The official who is primarily responsible for the statements herein submitted will sign here—

C B Johnson
Supt., 7th L.H.District.

The official who approves the statements thus submitted will sign here—

C Peaton
Commander, U.S.N., Retd.
Inspector 7th L.H.Dist.

G. P. Putnam
Chief of Bureau or Office.

11—4259

TSC

Form 93

LETTER TRANSMITTING RESIGNATION

BUREAU OF LIGHT-HOUSES
FEB 21 1912
DEPT OF COMMERCE AND LABOR

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the INSPECTOR 7TH L. H. District,

KEY WEST, FLA.

February 17, 1912.
(Date)

APPOINTMENT DIVISION
RECEIVED
FEB 23
DEPT OF COMMERCE AND LABOR

Commissioner,

Bureau of Light-Houses,

~~The Light-House Board,~~

Washington, D. C.

Sirs:

I have the honor to inclose herewith the resignation of

Raymond S. Russell (Name of appointee) of Key West, Florida, (Legal residence)

as 2nd Asst. Keeper, (State official title, as assistant keeper) at $ 480. (Salary) per annum

at Sombrero Key L.S., Fla. (State official name, as Absecon Light-Station, N. J.)

and recommend that it be accepted, effective at the close of Feb.29,1912.

In the absence, and by direction of the Inspector.

Respectfully,

Wm. W. Dement.

Supt., 7th L.H.District.

~~INSP. 7TH DIST.~~

2-28-12 GER

Department of Commerce and Labor
Bureau of Light-Houses
Washington
FEB 21 1912

11—2717

Respectfully submitted to the Honorable the Secretary of Commerce and Labor recommended for approval.

G. L. Putnam
Commissioner.

FORWARDED TO
FEB 23 1912
APPOINTMENTS

DIVISION OF APPOINTMENTS
2-24-12
DEPT OF COMMERCE AND LABOR

BUREAU OF LIGHT-HOUSES
FEB 21 1912
DEPT. OF COMMERCE AND LABOR.

Key West, Fla.
Feb. 17 1912

Light House Inspector
Seventh Dist. Fla.

Sir

I herein tender my resignation to take effect March 1st 1912, on account of limited leave of absence

Respectfully
Raymond S. Russell
Sec. Asst. Keepers
Sombrero Key L. S. Fla.

February 24, 1912.

Sir:

Having tendered your resignation as second assistant keeper at $480 per annum at Sombrero Key Light Station, Florida, the Department has accepted the same, upon recommendation of the Commissioner, effective at the close of February 29, 1912.

By direction of the Secretary:

Respectfully,

Chief Clerk.

Mr. Raymond S. Russell,
Through the Commissioner of Lighthouses.

CARDED.

CHANGE REPORTED
FEB 1912
O. S. COMMISSION.

APPOINTMENT DIVISION.
REPORTED
FEB 24 1912
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR.

Form 73

BUREAU OF LIGHT-HOUSES
HBH.
FEB 1 1913
DEPT OF COMMERCE AND LABOR

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE

Department of Commerce and Labor

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, SEVENTH DISTRICT,

KEY WEST, FLA. January 27 , 1913.

CHIEF CLERK
RECEIVED
FEB 1 - 1913
APPTS.
COMMERCE AND LABOR

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, reinstatement.

Name, Raymond S. Russell Ef 89. Legal residence, Florida.

Position, 2nd Asst. Keeper Salary, $480 per annum.

Location, Alligator Reef Lightstation, Fla.

APPOINTMENTS RECEIVED
FEB 1 1913
3.24
COMMERCE AND LABOR

Effective February 11,1913, or as soon thereafter as he enters on duty. ~~on the actual date of entrance on duty.~~

Former position, ----- Former salary,

Location, --------

Rank in list of eligibles, --- Rating, Percentage,

Other eligibles considered, -----.

Letters of declination inclosed, -----

Previous incumbent, Geo. E. Billberry Services terminated, February 10 1913.

Reason, Resigned. To be effective

Remarks: Mr. Russell has no relative in the U.S.Civil Service. He was formerly 2nd Asst.Keeper in the L.H.Service from Jun.9,1910, to Feb.29,1912, the date on which resignation was effective. Resignation accepted Dept.letter Feb.24'12.

Appropriation:
Salaries, L.H.Keepers. of L.H.

Russell
Inspector 7th L. H. District.

Department of Commerce and Labor

BUREAU OF LIGHTHOUSES

WASHINGTON

FEB 1 1913

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

2-1-

DIVISION OF APPOINTMENTS
NECESSARY ACTION TAKEN
FEB 3 - 1913
DEPT OF COMMERCE AND LABOR

APPOINTMENT DIVISION
APPOINTMENT WRITTEN
FEB 5 - 1913
DEPT OF COMMERCE AND LABOR

Acting Commissioner

No. 381.
May, 1910.

REQUEST FOR REINSTATEMENT.

DEPARTMENT OF COMMERCE AND LABOR.
[Department, Commission, or Office.]

Washington, D. C., February 3, 1913.

To the U. S. Civil Service Commission:

Request is made for certificate under Rule IX for the reinstatement of Mr. Raymond S. Russell, a legal resident of the State (or Territory) of Florida, to the position Second assistant keeper of Alligator Reef Light Station, Florida, now vacant (or to become vacant on), at a salary of $480. p.a., in the Lighthouse Service [Bureau or Office.], for which a certification of eligibles has not been requested.* Mr. Russell was, without delinquency or misconduct on his part, separated by resignation [Removal or resignation.] on February 29, 1912, from the position of Second assistant keeper of Sombrero Key Light Station, Florida, at a salary of $480. p.a., in the Lighthouse Service. [Bureau or Office.]

MEMBERS OF FAMILY IN THE SERVICE OF THE UNITED STATES:

It is reported that Mr. Russell has no relatives in the Government service.
[State degree of relationship and where employed.]

MILITARY OR NAVAL RECORD.

Regiment ..... Company .....

Vessel ..... Date of honorable discharge .....

By direction of the Secretary:

Signature: (SIGNED) R. M. PINDELL, JR.

JB
F

Official title: Chief Clerk.

*If a certification has been requested, the date should be given. When a requisition has been made under section 1 of Rule VII for a certification of eligibles, and the Commission, at the request of the Department, has made public announcement of an examination to secure such eligibles, the vacancy shall not thereafter be filled by transfer, promotion, or reinstatement, without the consent of the Commission.

6—2530

Form 1788. (First sheet.)
Aug., 1909.

№ 4670

CERTIFICATE AUTHORIZING REINSTATEMENT.

United States Civil Service Commission,

Washington, D. C., February 4, 1913

CHIEF CLERK RECEIVED FEB 5 1913
CHIEF CLERK COMMERCE AND LABOR FORWARDED FEB 5 - 1913 APPTS. COMMERCE AND LABOR

To the Secretary of Commerce and Labor.

Sir:

In response to your request dated February 3, 1913 for a certificate authorizing the REINSTATEMENT of Mr. Raymond S. Russell of Florida as Second Assistant Keeper, Florida Station at $ 480 per annum in the classified service of the Lighthouse Service

APPOINTMENTS RECEIVED FEB 5 - 1913 COMMERCE AND LABOR

9.47 Alligator Reef L. S. Fla.

certification is hereby made that such REINSTATEMENT is permissible, it appearing that he was separated without delinquency or misconduct from the position of Second Assistant Keeper, Florida Station at $ 480 per annum in the classified service of the Lighthouse Service on February 29, 1912.

Very respectfully,

John T. Doyle

Secretary.

2/5/13 MF

0415b5500-8-09

APPOINTMENT DIVISION APPOINTMENT WRITTEN FEB 5 - 1913 DEPT OF COMMERCE AND LABOR

I-2

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

February 5, 1913.

Mr. Raymond S. Russell,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Eighty dollars per annum,

effective on the date on which you enter- -upon duty in the above-mentioned position.

(By reinstatement in accordance with authority contained in civil-service certificate No. 4670.)

APPOINTMENT DIVISION RECEIVED FEB 6 - 1913 TO DISBURSING OFFICER

By direction of the Secretary:

Respectfully,

CARDED

JB
F

(SIGNED) R. G. [illegible]
ACTING Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: George E. Billberry.

Legal Residence: Florida.

CHANGE REPORTED FEB 1913 U. S. COMMISSION.

11—3692

Form 111

BUREAU OF LIGHT-HOUSES
FEB 14 1913
DEP'T OF COMMERCE AND LABOR

RECEIVED
MAR 1 1913
COMMERCE AND LABOR

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

Department of Commerce and Labor

LIGHTHOUSE SERVICE

I, Raymond S. Russel 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.

Raymond S. Russell
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this[3] 11, day of February, A. D. 1913

(Affix official seal here)

[4](Name) Alfred Gross

(Official title) Notary Public.

My Commission Expires December 25, 1916.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
2nd Asst. Keeper.	$480. A.	Alligator Reef L.S.

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

CARDED

DIVISION OF DISBURSEMENTS
RECEIVED
MAR 1 - 1913
DEPT OF COMMERCE AND LABOR

Office of Lighthouse Inspector, 7TH District

KEY WEST, FLA. (Address), Feb. 11, 1913. (Date)

The above-named appointee entered upon duty on February 11, 1913. (Date)

CHIEF CLERK
FORWARDED TO
MAR 1 1913
APPTS.
COMMERCE AND LABOR

By direction of the Inspector and in his absence.

Wm. H. Emerick
(Signature, followed by title)

Inspector 7th L. H. District.
Superintendent.

[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, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no 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.

Failure to fill out this oath properly will result in its return for correction.

11—944

Form 93

LETTER TRANSMITTING RESIGNATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Seventh DISTRICT.

Key West, Fla., April 23 1914

THE COMMISSIONER OF LIGHTHOUSES:

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

Name, Raymond S. Russell. Position, 2nd Asst. Keeper.

Legal residence, Florida. Station, Alligator Rf. L. S. Fla

Salary, $480. per annum.

The acceptance of this resignation is recommended effective at the close of May 31, 1914.

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

Remarks:

4-30-14

Inspector, 7th L. H. District.

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 29 1914

Submitted to the Secretary of Commerce, approved.

11—4623

Acting Commissioner

LIGHTHOUSE INSPECTOR
SEVENTH DISTRICT
APR 22 1914
KEY WEST, FLORIDA.

Alligator Reef L. S. Fla.

Apr. 21/14

Light-House Inspector Seventh Dist.

Key West, Fla.

Dear Sir.

I herein tender my resignaton to take effect June 1st 1914

Sincerely

Raymond S. Russell.

Lee. Asst. Keeper

May 1, 1914.

Sir:

Having tendered your resignation as second assistant keeper of Alligator Reef Light Station, Florida, at $480 per annum, the Department has accepted the same, upon recommendation of the Acting Commissioner of Lighthouses, effective at the close of May 31, 1914.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

CARDED.

Mr. Raymond S. Russell,
Through the Commissioner of Lighthouses.

APPOINTMENT DIVISION
MAY 1 1914
DEPT. OF COMMERCE
DEPT. OF JUSTICE

CHANGE REPORTED
MAY 1914
U. S. COMMISSION.

M
C

Raymond S. Russell

RUSSELL, RAYMOND S.

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

LIGHT HOUSE BOARD
JUN 18 1910
NO. 833

OFFICE OF INSPECTOR, 7TH DISTRICT
KEY WEST, FLA.

ONE enclosure. Received.

Raymond S. Russell -
nomination as Acting 2nd Asst.
Keeper at Rebecca Shoal L.S., Fla.

June 14, 1910.

The Light-House Board,

Washington, D. C.

Sirs:-

In forwarding herewith the nominations of Raymond S. Russell for a temporary appointment as Second Assistant Keeper of Rebecca Shoal Light-Station, Florida, vice Joseph P. Roberts, Jr., transferred to Windward Point Light-Station, Cuba, I have to state that Mr. Russell was obtained in a hurry to fill a vacancy caused by executing the Board's telegraphic order of June 8 to send keepers to Windward Point. This will explain the entry under (18) on Form 73 that no one was considered with Mr. Russell in connection with this appointment.

2. A statement of the situation created by the hurried sending of the two men to Windward Point is furnished this date in separate letter.

(203)

Very respectfully,

Commander, U.S.N.,
Inspector 7th L.H.District.

7/26/10. work Dept.

Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

LIGHT HOUSE BOARD
JUN 18 1910
NO. 833

Enclosure

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the INSPECTOR 7TH L. H. Dist.,
KEY WEST, FLA.

The Light-House Board,
Washington, D. C.

June 14, 1910.
(Date)

Sirs: I have the honor to recommend the (1) temporary appointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Raymond S. Russell of (3) Florida
(Name of person—letter for letter—as reported to Board) (State of legal residence)
~~from (4)~~
(Official title of present position, as Keeper, First Assistant Keeper, etc.)
~~at (5)~~
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
~~at (6) $~~ to (7) Second Assistant Keeper
(Salary now paid) (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Rebecca Shoal Light-Station, Fla., at
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
(9) $~~450 per annum~~ (Salary recommended), effective beginning (10) June 9,1910 (the date
of his entrance on duty), ~~(or as soon thereafter as he enters on duty)~~ for a period not to exceed thirty days,
(Strike out the clause not appropriate)
in the place of (11) Joseph P. Roberts, Jr.,
(State name of *last* person holding position)
who (12) was transferred temporarily on (13) June 8, 1910.
(Died, transferred, resigned, dismissed, etc.) (Last day of service)
Mr. (14) Russell stands No. (15) ~~A~~ 3 in list of eligibles,
Class (16) III, with an average of (17) 81.6 per cent, and
was considered with (18) no one this being an emergency appointment
to fill vacancy caused by transfer of keepers to Windward Point L.S.,
~~(19) letters of declination of~~ herewith.
Guantanamo Bay, Cuba.

Respectfully,

J. H. Bennett COMDR. U.S.N.
INSPECTOR 7TH L.H DISTRICT

Department of Commerce and Labor

LIGHT-HOUSE BOARD
BUREAU OF LIGHT-HOUSES

833

JULY 26, 1910., 190

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. Mr. Russell's probationary appointment is recommended, effective June 9, 1910. He was considered with Messrs. Saunders and Sweeting for this position. The latter's declination is submitted under separate cover

Commissioner.

11—2314

Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the INSPECTOR 7TH L. H. Dist.,

KEY WEST, FLA.

The Light-House Board,

Washington, D. C.

June 14, 1910. (Date)

Sirs: I have the honor to recommend the (1) temporary appointment (Probationary appointment, transfer, promotion, etc.)

of (2) Raymond S. Russell (Name of person—letter for letter—as reported to Board) of (3) Florida (State of legal residence)

~~from (4)~~ (Official title of present position, as Keeper, First Assistant Keeper, etc.)

~~at (5)~~ (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

~~at (6) $~~ (Salary now paid) to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Rebecca Shoal Light-Station, Fla., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at

(9) $ $450 per annum (Salary recommended), effective beginning (10) June 9,1910 (the date of his entrance on duty), for a period not to exceed thirty days, (~~or as soon thereafter as he enters on duty~~) (Strike out the clause not appropriate)

in the place of (11) Joseph P. Roberts, Jr., (State name of *last* person holding position)

who (12) was transferred temporarily (Died, transferred, resigned, dismissed, etc.) on (13) June 8, 1910. (Last day of service)

Mr. (14) ~~Russell~~ stands No. (15) 2 3 in list of eligibles,

Class (16) III, with an average of (17) 81.6 per cent, and

was considered with (18) no one, this being an emergency appointment to fill vacancy caused by transfer of keepers to Windward Point L.S., Guantanamo Bay, Cuba.

(19) ~~letters of declination of~~ ~~herewith.~~

Respectfully,

J. M. Bennett
COMDR. U.S.N.
INSPECTOR 7TH L.H.DISTRICT

Department of Commerce and Labor

LIGHT-HOUSE BOARD

BUREAU OF LIGHT-HOUSES

833

JULY 26, 1910., 190

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor. Mr. Russell's probationary appointment is recommended, effective June 9, 1910. He was considered with Messrs. Saunders and Sweeting for this position. The latter's declination is submitted under separate cover

Commissioner.

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter.

This letter is returned for correction of items Nos.

11—2314

Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Enclosure

Bureau Light House
JUL 8 1910
NO.

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the INSPECTOR, 7TH L. H. Dist.,

KEY WEST, FLA.

The Light-House Board,

Washington, D. C.

July 5, 1910.
(Date)

Sirs: I have the honor to recommend the (1) temporary appointment
(Probationary appointment, transfer, promotion, etc.)
of (2) Raymond S. Russell, (Name of person—letter for letter—as reported to Board) of (3) Florida (State of legal residence)
~~from (4)~~ (Official title of present position, as Keeper, First Assistant Keeper, etc.)
~~at (5)~~ (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
~~at (6) $~~ (Salary now paid) to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Rebecca Shoal Light-Station, Florida, (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $ 37.50 p.a. (Salary recommended), effective beginning (10) July 9, 1910 ~~(the date of his entrance on duty)~~ for a period not to exceed thirty days, (or as soon thereafter as he enters on duty)
(Strike out the clause not appropriate)
in the place of (11) himself, serving under temporary, emergency
(State name of *last* person holding position)
~~who (12)~~ appointment which expires (Died, transferred, resigned, dismissed, etc.) on (13) July 8, 1910 (Last day of service)
Mr. (14) Russell stands No. (15) ..... in list of eligibles,
Class (16) III, with an average of (17) 81.6 per cent, and
was considered with (18) .....
(19) letters of declination of ..... herewith.

Respectfully,

J. M. Bennett
COMDR U.S.N.

Department of Commerce and Labor

LIGHT-HOUSE BOARD

....., 190

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

.....

.....

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter.

This letter is returned for correction of items Nos. .....

11—2314

Form 73

ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

Department of Commerce and Labor

LIGHT-HOUSE ESTABLISHMENT

Office of the INSPECTOR, 7TH L. H. Dist.,

KEY WEST, FLA.

The Light-House Board,

July 5, 1910.
(Date)

Washington, D. C.

Sirs: I have the honor to recommend the (1) temporary appointment
(Probationary appointment, transfer, promotion, etc.)

of (2) Raymond S. Russell, (Name of person—letter for letter—as reported to Board) of (3) Florida (State of legal residence)

~~from (4)~~ _____
(Official title of present position, as Keeper, First Assistant Keeper, etc.)

~~at (5)~~ _____
(Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)

~~at (6) $~~ _____ (Salary now paid) to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)

at (8) Rebecca Shoal Light-Station, Florida, (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at

(9) $ 37.50 p.a. (Salary recommended), effective beginning (10) July 9, 1910 (~~the date of his entrance on duty~~ for a period not to exceed thirty days, (or as soon thereafter as he enters on duty)/
(Strike out the clause not appropriate)

in the place of (11) himself, serving under temporary, emergency
(State name of *last* person holding position)

~~who (12)~~ appointment which expires (Died, transferred, resigned, dismissed, etc.) on (13) July 8, 1910 (Last day of service)

Mr. (14) Russell stands No. (15) _____ in list of eligibles,

Class (16) III, with an average of (17) 81.6 per cent, and

was considered with (18) _____

(19) letters of declination of _____ herewith.

Respectfully,

[signature] COMDR. U.S.N.
INSPECTOR 7TH L. H. DISTRICT

Department of Commerce and Labor

LIGHT-HOUSE BOARD

_____, 190

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

_____

_____

11—2314

Department of Commerce and Labor

LIGHT-HOUSE BOARD

Washington

833

Raymond S. Russell,

Pensacola, Florida.

May 20, 1920.

The Honorable

The Secretary of Commerce and Labor.

Sir:

1. I beg to recommend the probationary appointment of Raymond S. Russell, of Florida, as lesser assistant engineer at Pensacola, Florida, in the Eleventh Lighthouse District, at the beginning rate of $1,000 per annum, subject to the provisions of the Act of June 9, 1910.

2. Mr. Russell was born [illegible]

[illegible]

3. [illegible]

[illegible]

4. The probationary appointment of Mr. Russell is recommended to become effective November 21, 1910.

Respectfully,

PROBATIONARY APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

833

Sir: August 3, 1910.

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper of Rebecca Shoal Light-Station, Florida,

in the Light-House Service

at a salary of Four Hundred and Fifty dollars

per annum, for a probationary period of six months, effective

beginning June 9, 1910, on and after which date you have

continuously served in the above-mentioned position.

Retention in the service after the expiration of your probationary period shall be equivalent to absolute appointment.

(Civil-service certificate No. .....)

(Vice Joseph P. Roberts, Jr.)

By direction of the Secretary:

Respectfully,

(Signed) A. Gordon Cumming
Acting Chief Clerk.

M Mr. Raymond S. Russell, Fla.

Through the Commissioner of Light-Houses.

Appropriation:

CE
D

11—3693

Form 73 ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF EMPLOYEE

KM

Department of Commerce and Labor
LIGHT-HOUSE ESTABLISHMENT

BUREAU OF LIGHT-HOUSES
DEC 19 1910
DEPT OF COMMERCE AND LABOR

Commissioner,
Bureau of Light-Houses,
The ~~Light-House Board,~~
Washington, D. C.

Office of INSPECTOR 7TH L. H. DISTRICT
KEY WEST, FLA.

December 10, 1910.

Sirs: I have the honor to recommend the (1) transfer (Probationary appointment, transfer, promotion, etc.)
of (2) Raymond S. Russell (Name of person—letter for letter—as reported to Board) of (3) Florida (State of legal residence)
from (4) Second Assistant Keeper (Official title of present position, as Keeper, First Assistant Keeper, etc.)
at (5) Rebecca Shoal Light-Station, Fla., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.)
at (6) $450. p.a. (Salary now paid) to (7) Second Assistant Keeper (Official title of position, as Keeper, First Assistant Keeper, etc.)
at (8) Sombrero Key Light-Station, Fla., (Official name of aid, as given in Light List, as Absecon Light-Station, N. J.) at
(9) $480. p.a. (Salary recommended), effective beginning (10) December 10, 1910 (the date
of his entrance on duty) ~~(or as soon thereafter as he enters on duty)~~ (Strike out the clause not appropriate)
in the place of (11) Benjamin F. Lowe (State name of *last* person holding position)
who (12) resigned (Died, transferred, resigned, dismissed, etc.) on (13) Nov. 30, 1910. (Last day of service)
~~Mr. (14) stands No. (15) in list of eligibles,~~
~~Class (16), with an average of (17) per cent, and~~
~~was considered with (18)~~
~~(19) letters of declination of herewith.~~

Respectfully,

COMDR. U.S. Navy
INSPECTOR 7TH L. H. DISTRICT

Department of Commerce and Labor
LIGHT-HOUSE BOARD

BUREAU OF LIGHT-HOUSES
DEC 27 1910
~~DEC 19 1910~~

, 19

Approved, and respectfully forwarded to the Honorable the Secretary of Commerce and Labor.

Acting Commissioner

NOTE.—This form should be sent to the Light-House Board in duplicate. Letters of declination, if any, should be sent with this letter.

This letter is returned for correction of items Nos.

GENERAL APPOINTMENT—PRIOR DATE

Department of Commerce and Labor
OFFICE OF THE CHIEF CLERK
Washington

December 28, 1910.

Mr. Raymond S. Russell,

Through the Commissioner of Light-Houses.

Sir:

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper of Sombrero Key Light-Station, Florida,

in the Light-House Service,

at a salary of Four Hundred and Eighty dollars per annum,

effective December 10, 1910, on and after which date

you have continuously served in the above-mentioned position.

(By transfer from Second Assistant Keeper of Rebecca Shoal Light-Station, Florida, at $450 per annum.)

By direction of the Secretary:

Respectfully,

[illegible] A. GORDON

Lc
D

Acting Chief Clerk.

Appropriation:

Vice: Benjamin F. Lowe,

Legal Residence: Florida.

11—1774

February 24, 1912.

Sir:

Having tendered your resignation as second assistant keeper at $480 per annum at Sombrero Key Light Station, Florida, the Department has accepted the same, upon recommendation of the Commissioner, effective at the close of February 29, 1912.

By direction of the Secretary:

Respectfully,

(Signed) ROBT. M. TOWDELL, JR.

Chief Clerk.

Mr. Raymond S. Russell,
Through the Commissioner of Lighthouses.

F

Form 73 **ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE**

HBH. JAN 31 1913

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, SEVENTH DISTRICT,

KEY WEST, FLA. January 27, 1913.

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, reinstatement.

Name, Raymond S. Russell — Legal residence, Florida.

Position, 2nd Asst. keeper — Salary, $480 per annum.

Location, Alligator Reef Lightstation, Fla.

Effective February 11, 1913, or as soon thereafter as he enters on duty. ~~on the actual date of entrance on duty.~~

Former position, ——— — Former salary,

Location, ———

Rank in list of eligibles, ——— — Rating, — Percentage,

Other eligibles considered, ———

Letters of declination inclosed, ———

Previous incumbent, Geo. E. Billberry — Services terminated, February 10 1913.

Reason, Resigned.

Remarks: Mr. Russell has no relative in the U.S.Civil Service. He was formerly Asst.Keeper in the L.H.Service from Jun.9,1910, to Feb.29,1912, the date on which resignation was effective. Resignation accepted Dept.letter Feb.24'12.

Appropriation:-
Salaries, L.H.Keepers.

Russell
Inspector 7th L. H. District.

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

FEB 1 1913

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

Acting Commissioner TSC

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

February 5, 1913.

Mr. Raymond S. Russell,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Eighty dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By reinstatement in accordance with authority contained in civil-service certificate No. 4670.)

By direction of the Secretary:

Respectfully,

(SIGNED) R. O. BRIGGS

JB
F

ACTING Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: George E. Billberry.

Legal Residence: Florida.

FEB 7 - 1913

11—3692

Raymond S. Russell

For commendation see letter of June 20, 1913, in file

Chas. H. Williams.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT
JAN 20 1914
HOUSES

OFFICE OF INSPECTOR, 7TH DISTRICT
KEY WEST, FLA.

Dep. Commr.
Hydrog.
Engr. Cons.
Mar. Engr.
U. C. G.
Examiner.
Accounts.
Contracts.
Chf. Clk.
Commr.

AB-WTR

Letter of commendation.

January 17, 1914.

Inspection of your station during the six months ending December 31, 1913, havingshown the same to be in an exceptionally clean, orderly, and efficient condition, the Seventh Inspector takes pleasure in issuing in recognition thereof, and in accordance with the Regulations, this letter of commendation. for general efficiency during the period named.

Inspector.

Letters issued to the following keepers and assistant keepers:

Carysfort Reef:	Chas. Johnson, C. W. Elden, S. D. Johnson.
Alligator Reef;	W. T. Stran, R. C. Roberts, R. S. Russell.
Sombrero Key:	M. Fabal, W. H. Pierce, J. M. Lopez.
Dry Tortugas:	E. J. Russell, H. M. Roberts, T. Sawyer.
Sanibel Island:	C. H. Williams, H. L. Shannahan.
Egmont Key:	G.H.Gibson, T. A. Moody, Erik Danielsen, Sr.
American Shoal:	W.H.Curry, H. Mingo, C. Roberts,
Key West:	M. E. Bethel, M. A. Bethel.
Rebecca Shoal:	T. M. Kelly, J. P. Roberts, Jr.. T. L. Kelly.
Sand Key:	C. G. Johnson, H. A. Pierce, J. Anderson.
Gasparilla Is:	W. Lester, J. T. Williams.
Cedar Keys:	C. H. Gardner, S. C. Gardner.

Office of the Inspector, 7th L. H. District.
Key West, Florida, January 17, 1913.

Respectfully forwarded to the Commissioner of Lighthouses in accordance with Bureau Circulars Nos. 87 and188.

Inspector.

LIGHT
MAY 4 1914
HOUSES

May 1, 1914.

Sir:

Having tendered your resignation as second assistant keeper of Alligator Reef Light Station, Florida, at $480 per annum, the Department has accepted the same, upon recommendation of the Acting Commissioner of Lighthouses, effective at the close of May 31, 1914.

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY,

Chief of Appointment Division.

Mr. Raymond S. Russell,
Through the Commissioner of Lighthouses.

5-4-14

M
C

July 10, 1914, 7th Inspr. commended following keepers and asst.keepers.
See file Chas. G. Johnson.

John Anderson
Wm. T. Stran
Richard C. Roberts
R. S. Russell
S. D. Johnson
Mary E. Bethel
Merrell A. Bethel

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT

MAY 10 1911

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Russell, Raymond S., 2. Age 28 yrs. (Last birthday.)
3. Bureau Lighthouse. 4. Position 2nd Assistant Keeper.
5. Compensation $480.p.a. 6. Where employed Sombrero Key L.S., Fla.
7. When appointed (*a*) Aug.3,1910. 8. How appointed (*b*) Through Civil-Service Examination.
9. Status under Civil Service Rules (*c*) Classified Competitive.
10. Is the employee an honorably discharged soldier or sailor? No.
11. Does the employee receive a pension? No. If so, state the amount ----
12. Other Government service None.
13. Duties (describe fully) Tends light, keeps station in order, and cooks alternately with Keeper and 1st Assistant.
14. Has the employee special qualifications? No. If so, state them ----
15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	100	2	2 00
Quality of work	85	3	2 55
Interest manifested in work (see also Question 17)	85	3	2 55
Attendance		2	
Total		8 10	7 10
Average percentage			89

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16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Manifests interest in the Service as a whole, to the extent of work overtime.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) His salary is a fair equivalent for the service rendered. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be. -----

19. Is this employee superannuated? No. If so, what percentage of salary is unearned? -----

20. Remarks: (*e*) No.

The official who is primarily responsible for the statements herein submitted will sign here—

A B Johnson

Supt., 7th L.H.District.

The official who approves the statements thus submitted will sign here—

C E Estes

[redacted]inder, U.S.N., Retd.
Inspector 7th L.H.Dist.

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Chief of Bureau or Office.