

INDIAN OFFICE.

FILES.

CARLISLE SCHOOL, 7-2-08 7-6 833

Requests information and instructions relative
appointment and examination of teacher for business
department.

46408-1908

Sy

E.

44953/08
833

FILE

WAM

REFER IN REPLY TO THE FOLLOWING:

Education
46408-08
WAM

DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS.

Subject: Filling position
of Business Teacher
through special exam-
ination, etc.

WASHINGTON.

July 11, 1908.

Supt. Carlisle School,
Carlisle, Penn.

Sir:

Your letter of the 8th instant, with reference to filling the vacancy of Business Teacher at \$1,000 per annum, is received.

The Civil Service Commission has to-day been requested to announce a special examination at an early date and to mark up the papers promptly and certify names.

If you have anyone in mind who would like to take the examination, you should notify them to correspond with the Civil Service Commission for information as to dates and places of the examination.

Very respectfully,



Acting Commissioner.

HS

44953/08

REFER IN REPLY TO THE FOLLOWING:

Education
46408-08

DEPARTMENT OF THE INTERIOR,

WAM

OFFICE OF INDIAN AFFAIRS.

Subject:

Special examination
requested for position
of Business Teacher.

WASHINGTON.

July 11, 1908.

The Civil Service Commission.

Sir:

I respectfully recommend that a special examination be announced to procure eligibles from which to select a Business Teacher at \$1,000 per annum at the Indian School at Carlisle, Pa.

The following is quoted from a letter of the Superintendent:

"As a teacher of this branch should be competent to give instruction in stenography, typewriting, elementary commercial law, and commercial geography, commercial arithmetic, and bookkeeping, I would suggest that these subjects be included in the examination. In other words, the person who is appointed should be prepared to impart the thorough and diversified training which is given in the better class of business schools. His teaching ability and experience should be a very important consideration."

The Business Teacher will be needed when the school work actively opens September 1, and the Indian Office will be pleased if the Commission can hold the examination at an early date and promptly mark up the papers and certify names.

Very respectfully,


Acting Commissioner.

DEPARTMENT OF THE INTERIOR.

UNITED STATES INDIAN SERVICE,

Indian Industrial School,

Subject: Carlisle, Pa., July 8, 1908.

Civil Service Examination for business teacher.

The Commissioner

of Indian Affairs,

Washington, D.C.

Sir:-

In answer to your Office letter Education 44953-08, WAM, dated July 7, 1908, concerning the matter of filling the position of business teacher at this school, I respectfully advise that I know of no one in the Service who is competent and has the special training which would fit him to satisfactorily do the work required in that position at this school.

Your letter indicates that if no one is promoted to this position in the Service, that the Civil Service Commission will be asked to announce a special examination. As a teacher of this branch should be competent to give instruction in stenography, typewriting, elementary commercial law, and commercial geography, commercial arithmetic, and bookkeeping, I would suggest that these subjects be included in the examination. In other words, the person who is appointed should be prepared to impart the thorough and diversified training

46408



-2- Commissioner of Indian Affairs.

which is given in the better class of business schools. His teaching ability and experience should be a very important consideration. †

I hope the examination can be given in time so that the appointment will be made not later than September 1st, when our regular academic work begins.

A number of applications from men who are not in the classified service have been received, and if your Office will inform me of the date of the examination, I shall in turn inform these applicants.

Very respectfully,

M. Friedman

Superintendent.

MF/EPW

REFER IN REPLY TO THE FOLLOWING:

Education

44953-08

WAM

Subject:

Filling position
of Business Teacher.

DEPARTMENT OF THE INTERIOR,

OFFICE OF INDIAN AFFAIRS,

WASHINGTON. July 7, 1908.

Supt. Indian School,

Carlisle, Pa.

Sir:

Your letter of the 2nd instant, with reference to an appointment to the new position of Business Teacher at \$1,000 per annum, is received.

If an examination should be announced by the Civil Service Commission on the request of the Indian Office, it would be an open competitive one. There is no authority to give a noncompetitive examination, except in the case of some person who already has status in the Classified Service and desires to take the examination for transfer to some other grade of work or branch of the Government Service.

Of course the Office would prefer to promote some teacher now in the Service to this \$1,000 position and would like to hear from you as to whether or not you know of some good man you think would meet the requirements. If you have no one in view, the question of asking the Civil Service Commission to announce a special examination will then be considered. Please report promptly in this matter.

Very respectfully,

[Handwritten signature]
Acting Commissioner

DEPARTMENT OF THE INTERIOR.

UNITED STATES INDIAN SERVICE,

Indian Industrial School,

Subject: Carlisle, Pa., July 2, 1908.
Appointment and examination of teacher for business department.

The Commissioner
of Indian Affairs,
Washington, D.C.

Sir:-

In the new list of positions authorized for the present fiscal year, the position of business teacher was included. I have had a number of applications for the position from men of training and experience. Several of the applicants are now occupying responsible positions in that special line of work in Normal Schools, and other institutions.

I respectfully request that appointment be made as soon as possible, but before sending in any recommendations, it will be necessary to know whether the person who is appointed must pass a Civil Service Examination; also whether the examination will be competitive or non-competitive. As the position is one of importance, and a man who has both training and actual experience should be obtained, a competitive examination to which any person would be admitted would be rather risky. I desire a man for the position, and prefer one who is not married.

44953



-2- Commissioner of Indian Affairs.

These matters are evidently regulated by the Civil Service Rules, and I write your Office for information and instruction.

Very respectfully,

M. Friedman
Superintendent.

MF/EPW