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United States Senate

COMMITTEE ON ARMED SERVICES

HARRY L. WINGATE, JR., CHIEF CLERK

March 1, 1961

Mrs. Jane Tolmach, Chairman
Ventura County Democratic Central Committee
Oxnard, California

Dear Jane:

RE: OJAI POSTMASTER

Enclosed is a letter I have received from the Post Office Department on the above Postmastership.

I would greatly appreciate having your Committee's recommendation of a suitable person to serve as Acting Postmaster. I would also like to know whether you prefer that an open-competitive examination be given for the permanent appointment, or that a non-competitive examination be given the Acting Postmaster if he is a classified employee.

I will await your reply before taking any action through the Department, and I want to thank you for your cooperation on these appointments.

With best personal regards.

Sincerely yours,

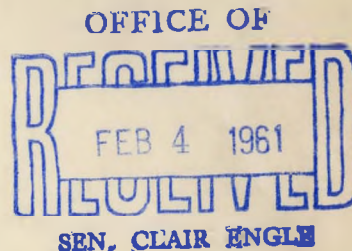
Clair Engle
CLAIR ENGLE
U. S. Senator

P. S. I have received your recommendation that an open-competitive examination be given. However, it will also be necessary for me to suggest the name of a new Acting Postmaster to serve until the list of eligibles is completed. If you prefer, the Post Office Department would be willing to select and install an Acting Postmaster themselves.

POST OFFICE DEPARTMENT
BUREAU OF OPERATIONS
WASHINGTON 25, D.C.

PMA:LV:JDK

February 2, 1961



Honorable Clair Engle
United States Senate
Washington, D. C.

Dear Senator Engle:

A postmaster vacancy exists in the post office at Ojai,
California.

Because of civil service examination and investigation, it will be some time before a permanent postmaster can be appointed. Therefore, we would appreciate it if you would recommend a highly qualified person for acting postmaster who is not over sixty-four years of age, and has resided within the delivery of the post office in question for at least one year immediately preceding the date of installation.

A policy instituted by the Postmaster General for your protection and that of the postal service, provides for investigation of all persons recommended for acting postmaster. Therefore, please do not make your recommendation public until the investigation is completed, at which time you will be notified

Eligibility for permanent appointment to this postmastership may be achieved by: (a) the result of an open competitive examination by the Civil Service Commission, or (b) promotion of a classified postal employee after passing a noncompetitive examination.

Unless you indicate your desire to have a classified postal employee promoted by noncompetitive examination, we shall request the Civil Service Commission to conduct an open competitive examination and the Commission will expect the vacancy to be filled from the certificate of eligibles resulting therefrom and not by promotion.

For the Assistant Postmaster General.

Sincerely yours,

A handwritten signature in blue ink that reads "Robert K. Harwood".

Robert K. Harwood
Director,
Postmasters Division.

Reason for vacancy: Acting Postmaster Oral J. Potts, resigned to be effective
February 28, 1961.

Salary: PFS-9 \$6255 per annum.