

# Finding Aid for the New York State Department of Civil Service State and Local Government Civil Service Employee History Cards series.

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Finding Aid Publication Date: Sept 23rd, 2016

**Online Finding Aid Record:**

<http://iarchives.nysed.gov/xtf/view?docId=ead/findingaids/15029.xml>

## Overview of Records

**Repository:**

New York State Archives

**Summary:**

Typical cards contains employee name, home address, state or local government agency, civil service job title, dates of appointment (including promotions and transfers), salary or wages, and date of leaving employment (giving date of death only if the employee died in service). The vast majority of the cards are for state employees, but cards for local government employees are also present starting in the 1930s.

**Creator:**

New York (State). Dept. of Civil Service.

**Title:**

New York State Department of Civil Service state and local government civil service employee history cards

**Inclusive Dates:**

approximately 1894-1954

**Series Number:**

15029

### **Arrangement:**

Arranged alphabetically by employee name in two sub-series: older cards (1940s and earlier) are 3 x 5 inches; newer cards (1940s and later) are 4 x 6 inches.

### **Scope and Contact Note:**

Typical cards contains employee name, home address, state or local government agency, civil service job title, dates of appointment (including promotions and transfers), salary or wages, and date of leaving employment (giving date of death only if the employee died in service). The vast majority of the cards are for state employees, but cards for local government employees are also present starting in the 1930s.

### **Use of Records:**

#### **Access Restrictions:**

There are no restrictions regarding access to or use of the material.

### **Related Information:**

#### **Access Terms:**

Subjects:

- Civil service--New York (State)

Corporate Names:

- New York (State). Dept. of Civil Service.
- New York State Archives

Genres:

- Personnel records

Geographic Names:

- New York (State)--Officials and employees
- New York (State)

Functions:

- Monitoring