Assassination Records Review Board Final Determination Notification

AGENCY : HSCA

RECORD NUMBER: 180-10060-10453

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 10

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

Number of Postponements: 4

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

Board Review Completed: 10/24/95

Released under the John F. Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 88326 Date: 2025

Date: 08/20/93 Page: 1

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER: 180-10060-10453

RECORDS SERIES: STAFF PARYOLL RECORDS

AGENCY FILE NUMBER:

DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TITLE:

DATE: 08/29/77

PAGES: 51

SUBJECTS:

HSCA, ADMINISTRATION

JOHNSON, LILLIAN

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U
RESTRICTIONS: 3
CURRENT STATUS: P

DATE OF LAST REVIEW: 06/04/93

OPENING CRITERIA:

COMMENTS:

Box 2.

M E M O R A N D U M

Thomas Howarth, Budget Officer TO:

I. Charles Mathews, Special Counsel & C.M. FROM:

December 19, 1977 DATE:

RE: Lillian Johnson

This memorandum is to inform you that Lillian Johnson is on administrative leave from December 9, 1977 until January 9, 1978. She should continue on the payroll for that period of time plus any additional vacation that she has not yet taken.

If you have any questions concerning this matter, please contact me.

3 days annual leave Terminate January 12. 1978 Howarth

ICM:jl

MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The Regulations and Accounting Procedures for Allowances and Expenses of Committees, Members and Employees of the U.S. House of Representatives require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

The following are the relationships to be included in the certification:

father
mother
son
daughter
brother
sister
uncle
aunt
first cousin

nephew
niece
husband
wife
father-in-law
mother-in-law
son-in-law
daughter-in-law

brother-in-law sister-in-law stepfather stepmother stepbrother stepsister half-brother half-sister

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

k]	Ι	am	not	related	to	any	current	(95th	Congress)	Member	of	Congress

I am re	lated	to a	current	(95th	Congress)	Member	of Congress.	
(Please	spec.	ify.)	in skun såbr om hå Mill still		n sameet to 19 have or their shared province that the half appropriate their statement had some held			

Signature of Employee

8/3//27 Date

o the Clerk of the House of Representatives:			
I hereby authorize the following payroll action:	-	·	
		· · · · · · · · · · · · · · · · · · ·	
Employee Name (First-Middle-Last) Lillian B. Johnson	~ 8/	Effective Date 29/77	· .
Employee Social Security Number		Type of Action	
	Appoir	/	· ·
577 56 7465 Employing Office or Committee		Adjustment	
Assassinations		ation (At close of business on effect	ive date)
type of action is an Appointment or Salary Adjustment, compl	lete the follo	owing information.)	,
Position Title		Gross Annual Salar	y
Secretary	· .	\$13,000	,
 Standing Committee: Staff— Clerical or Profess Special or Select Committee: Authority—H. Res. Joint Committee. 		Congress.	
2. Special or Select Committee: Authority—H. Res. 463 3. Joint Committee. Employee of an Officer of the House, complete item below.) Position Number	5of 5Step.		employment
2. Special or Select Committee: Authority—H. Res. 46: 3. Joint Committee. Employee of an Officer of the House, complete item below.) Position Number	5Step.	3110(b), prohibiting the e	employment
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NW 88326 Docld:32239461 Page 5

RESUME ROUTING FORM	Johnson Lillian
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Received $8-10-00$ Logged by	193 - \$13,500
Congressional Referral	Self Other
Comments on Referral	
Abstracted by NOS	Date 8-10-00
Acknowledged by	Date
Staff Component Review by	Date
Recommended File Interview	Hold Refer
REQUEST FOR APPOINTMENT Interviewer Hutton Months	Suggested date Suggested time
Confirmed Klein date	Confirmed by
REQUEST FOR Hold for	Date Notified
	8-29-17 JFK/ Task
INSTRUCTIONS	
FINAL INTERVIEW REQUEST BY	Suggested date Suggested time
Confirmed date	Confirmed by
NOTIFICATION by Rejection	e/Date of employment
NW 88326 Docld:32239461 Page 6	

RESUME

LILLIAN BARBARA JOHNSON 7516 Forest Road Landover, Maryland 20875 (301) 772-3341(H) (202) 755-6808(0)

Position Desired - Administrative Assistant/Secretarial

Experience - District of Columbia

5/77 - Present	Department of Housing and Urban Development 451 7th Street, S.W. Clerk-typist
12/76 - 2/77	1977 Presidential Inaugural Committee 2nd & "T" Streets, S.W. Administrative Assistant/Site Coordinator
9/76 - 11/76	Congressional Budget Office 2nd & "D" Streets, S.W. Secretary
7/76 - 9/76	Stuart Temporaries, Inc. 1120 -19th Street, N.W. Secretary
8/74 - 9/75	Arent, Fox, Kintner, Plotkin & Kahn 18th & "H" Streets, N.W. Legal Secretary
11/73 - 8/74	Temporaries, Inc., 1015 18th Street, N.W. Secretary
5/13 - 6/14	Longworth House Office Building, N.J. & "C" Streets, S.E. Secretary
1/73 - 8/73	Model Inner Cities Community Organization 9th & "U" Streets, N.W. Executive Secretary
3/70 - 3/71	American Association of Junior Colleges One Dupont Circle, N.W. Secretary
2/68 - 1/70	Harbridge House, Inc. 2100 "M" Street, N.W. Support Secretary
5/67 - 1/68	Tabulating Research & Development Agency 14th & "K" Streets, N.W. Secretary
5/66 - 5/67	Georgetown University, 37th & "O" Streets, N.W. Clerk-typist

Education:

1/72 - 7/47 Strayer College, 13th & "G" Streets, N.W.

Studied Court & Conference Reporting, Stenotype,

Legal reporting and advanced vocabulary

9/63 - 6/64

Johnson's Business School, 14th & N.Y. Avenue,

N.W. Secretarial Course

9/59 - 6/62

Graduate of Dunbar High School, 1st & "N"

Streets, N.W. Commercial Courses

Skills:

Stenotypist 100 - 140 wpm. Typist 75 - 80

Seeking opportunity for career professional position

willing to start as trainee, willing to travel occasionall

Personal:

Divorced

One daughter age 8 years.

1977 Inaugural Committee



February 7, 1977

Dear Ms. Johnson:

President Carter and Vice President Mondale have asked us to express their sincere appreciation to you for your most commendable efforts in support of the 1977 Inauguration.

The Inauguration of the President of the United States is a moment in history that serves as a vehicle to communicate to the world the commitment and spirit of the New Administration.

It is with this in mind that I forward this letter to you as a member of the Inaugural Security and Credential Committee. You displayed the highest degree of professionalism and dedication in many important tasks.

You were always willing and ready to work long hours, above and beyond the normal work day. You volunteered your services for almost anything asked of you.

Throughout the planning and implementation period, you were faced with an everchanging list of requirements. Your dedication to duty, understanding of the difficulties faced by the Inaugural Committee, and cooperative attitude are indicative of a true professional. Your overall manner of performance was truly outstanding.

If we had the power today, each of you would receive a tangible medal of citation for the highest award of Volunteer Action. Possessing only words, we say again, thank you for all the service given so unselfishly.

Sincerely,

Frank Wison, Director

Security & Credentials Committee

Donald Brock, Deputy Chief

In Charge of Internal Security

NW 88326

Docld:32239461 Page 9



LILLIAN BARBARA JOHNSON

served with distinction on behalf of the Armed Forces of the United States at the Inauguration of

Jimmy Carter

on the twentieth day of January, one thousand, nine-hundred seventy-seven in Washington, District of Columbia

Bardyl A. Tirana Vicki Nogers

Co. Chairpersons

1977 Inaugural Commiller

Robert G. Perks

Major General USA

Chairman

THE WHITE HOUSE WASHINGTON

February 3, 1977

To Lillian Johnson

I deeply appreciate your dedicated and untiring work on the 1977 inauguration. The inaugural program was a great success, open to all of our citizens. This would not have been possible without the unselfish help, cheerful spirit and long hours freely given by volunteers such as you.

You have helped to set an example of what we Americans can accomplish by sharing our talents and energies with each other. Many thanks.

Sincerely,

Miss Lillian Johnson 7516 Forest Road

Landover, Maryland 20875



Your assistance with the 1977 Inauguration meant a great deal to me personally. More importantly, it was a great example of what we Americans can accomplish by sharing our talents and energies with each other.

Timmey Carter

Life Experience: Inauguration of President and Vice President of the United States, 1977 Presidential Inaugural Committee, Washington, D.C.

Competency Statement

Position Descriptors

As Site Coordinator & Administrative Assistant of the Inaugural Committee's Security & Credential division, I have:

- A. Acquired knowledge as to how legislative priorities are set
- B. Held high level administrative responsibility in operating the office
- C. Supervised productivity, flow of work and overall operations of our office with top United States Secret Service officials and congressional members.
- D. Through the concept of creative office leadership I have assisted in planning, organizing and controlling the operations of presidential security
- E. Utilize techniques to help maintain good employee relations through effective supervision, delegation, evaluating, training, and thorough communications with USSS.
- F. Arranged and made contacts with top USSS agents, presidential advance team, and congressional members for indepth security conferences.

AMENDMENT TO PERSONAL QUALIFICATIONS STATEMENT

OMB APPROVED 50-R0048

Standard Form 172, January 1972 U.S. Civil Service Commission

172-102

This form may be used to update your Person updated was completed. Agencies are required completing this form, review carefully your a dark ink.	nal Qualifica	tions St	atement provided	you have h Personal O	ualincations Statement	addition	ent when this form is attached, before
1. NAME (Last) (First) (Middle) (Maiden, i, AND ADDRESS (Number, Street, City, State, a	f any) N	(R. 🔲 (MISS MRS.		OF THIS STATEMENT		DATE (month, day, year)
	ندانستان که جمعیتی کری و مدارستان که در				17, 1977		cember 6, 1943
JOHNSON, Lillian Barbara	a Kille	ens_		5. REAS	ON FOR SUBMISSION (Check U	
_7516 Forest Road				□ T•	update Personal Qualifi	cations \$1	totement in my Official Personal Folder
Hyattsville, Maryland 4. KIND OF POSITION YOU ARE FILING FOR (OF	20875 title and nu	-her of a	=nouncement)	□ To	update Personal Qualific	cations Sh	otement on file with you
		-		ΣΩX ^T •	update attached Persona	l Qualific	extions Statement
Security Assistant	15-2	1 (//	() A	- D 4	requested		
6. LOWEST PAY OR GRADE YOU WILL ACCEPT PAY 8 per or	GRAD	×€					
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CERTIFICATION SIGNATURE (Sign in inh)	
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1 CERTIFY that the statements made by me on this form update my Personal Qualifica- tions Statement completed 5/2/72 (month, year) and are true, complete, and	5.20hma
correct to the best of my knowledge and belief, and are made in good foith. FALSE STATEMENT ON THIS FORM IS PUN	5.7.h

CPO : 1972 O - 453-449

IA. Kind of position (job) you are filing f		B. Announcement No.					N THIS B	
		navnoment l			Materia	d	Entered Regis	TEST.
C. Options for which you wish to be considered		nowness y	Appor.			bmitted		
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4. Name (Last) (First) (Middle) (Mai and Address (Number, Street, City, State	den, if any) [Me and ZIP Code)	. X Miss Mrs.	Form Approv		Grade	Earned Rating	Preference	Au
JOHNSON, Lillian Barb	ara Killens					Canng	7 5 points	
7516 Forest Road Hyattsville, Maryland	20875						(Test.)	-
3. Legal or voting residence (State)							Comp.Dis	<u> </u>
District of Columbia							Other 10 Points	
	7. Weight						10 Points	
5 Feet 7/3 Inches	135 lbs						°	
8. Birthplace (City and State, or ferrige count							Disal.	
District of Columbia	/ · .						Pring	
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May 9, 1977	Present t	time	Signature and	d Title			•	
12. If you are currently on a list of eligible the name of the announcement, the name on your potice of rating, and your rating.	me of the office main		Agency					Da
Stenographer and Type United States Civil S Federal Register April 25, 1977 — Type	Service Com	mission Steno 5	Refer for	medical :	action			
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3 to AL	OR 5	notification						
15. Will you accept temporary employment	for: YES NO	6. Where will you accep	t a job?	ES NO	17. W	ill you a	ccept less than	full
(Acceptance or referral of1 month or	less? X	Washington, D.C.	3	C	(Les th	an 40 b	ars per week)	
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19. VETERAN PREFERENCE. Arawar all	parts. If a part does				 	· · · · · ·	<u></u> -L	
 A. Have you ever served on active dut B. Have you ever been discharged from to honorable by a Discharge Review If "Yst," give drails in Itsus 37. C. Do you claim 5-point preference base of "Yst," you will be required to furn. 	n the armed services r Board or similar au ed on active duty in (under other than honorab thority.)	le conditions ? (
D. Do you claim 10-point preference?. If "Yes," check type of preference claim in that form		attach Standard From 13. * Compensable disability		ins Vetera lity	n Prefe		gaber with the	pro.
E. List Dates, Branch, and Serial or Ser	vice Number of All	Active Service (Fater"N	IA" if all abolis	ا ماطم		 		
From		•	•				nial an Ci i	NT
N/A	То	Bra	nch of Service			5 e	rial ce S ervice l	M DE
THE FEDERAL GOVERNMENT IS A	AN EQUAL OPP	ORTUNITY EMPLOY	'ER	May. 1	975 U	orm 17 .S. Ci	l vil Servic	e C
			•	. 171-1	.03			

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Dates of employment (ssenth, year)			Exact title of position	*Security-Cr	~71c	If Federal service, civilian or militar
¹ From 12/30/76	To PRESEN	TTIME		Site Com	Security—Ci linator/Secre	eurs.	grade
Salary or carnings		Avg. hrs.	Place	of employment	Number and kind of e	mployees	Kind of business or organization
Starting \$ 150.00	ber MK	bet meek	City:	Washington	severised sever	al-10	(manifacturing, accounting, insurance
Present & Same	per	50	State:	D.C.	volunteers		1977 Inaugural Comte
Name of immediate supervis	or			Name of employer	(firm, organization, etc.) and addr	ess (including ZIP Code, if known)
Frank Wilson,	Director						2nd & "D" Streets, S
Area Code and phone No. if	known 202/472-	-4350		Washington	n, D.C. 2002	4	
Resson for wanting to leave	Job is terr		ng Q	n 1/31/77			-
Description of duties, respon	usibilities, and accompli	shments]	Inst	ructing sev	eral sub-con	mitte	es within the
Inaugural Commi	ittee on proc	edure	and	preparation	n of securit	y cle	arance forms.
Processing and	preparing S.	.C. for	TIS_	for securit	y pick-up.	Commu	nication by phone
on a very large	scale with	Secret	: Se	rvice. Whit	e House and	many	other agencies for
Inauguration.	Worked with	the di	irec	tor prepari	ng and desig	ning	security credentials
Sat-in on meeti	ings Security	/ & Pre	ess	Personnel,	took dictati	on an	d kept minutes.
Operated the Co	mmand Post a	at Visi	itor	s Center.	Typed letter	, mem	orandums, etc.,
Presently work	ing on After	Action	ı Re	cort. Serve	d as central	For agen	cy use (skill coda, etc.)
point of inform	nation concer	ning a	ctiv	Attes of the	e office.	<u> </u>	
Dates of employment (Exact title of position	• "		If Federal service, civilian or militar
From 9/76	To II/		T=		Personnel As		
Salary or earnings	Corr a mar	Avg. hrs. per week	•	of employment	Number and kind of er supervised	mployees	Kind of business or organization (manufacturing, accounting, incurance
Scarting \$ 10,096.	r yr.	I	1	Washington			etc.)
Final \$ Same	per	40	State:		none		Federal
Name of immediate supervisor Carl McCarden/I		_		1	•		ess (including ZIP Code, if known)
					onal Budget Streets, S.		
Area Code and phone No. if			·	ZIM & D	उपस्टिक्ड, उ.	W.	
	corary posit		••				
		•	~				
and Personnel C	Office. Wo	cked wi	ith	several Ana	lyst. Typed	up p	vision, Human Resour roposals, budget
and Personnel (reports, genera	Office. Wor al correspond	rked wi dence a	ith	several Ana	lyst. Typed	up p	
and Personnel C	Office. Wor al correspond	rked wi dence a	ith	several Ana	lyst. Typed	up p	roposals, budget
and Personnel Creports, genera	Office. Wor al correspond	rked wi dence a	ith	several Ana	lyst. Typed	up p	roposals, budget
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and Personnel (reports, genera	Office. Wor al correspond	rked wi dence a	ith	several Ana	lyst. Typed	upps. 0	roposals, budget
and Personnel C reports, genera Vydec Computer	Office. World correspond in all divis	rked wi dence a	ith	several Ana telephone c	lyst. Typed ommunication	upps. 0	roposals, budget perated the of use (skill ada, etc.)
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and Personnel Creports, general Vydec Computer Vydec Computer Dates of employment (** Prom 7/76	Office. World correspond in all divis	rked widence a sions.	ith and	several Ana telephone c Exact title of position Secretary/	lyst. Typed communication	up p	roposals, budget perated the que (will adm, etc.) If Federal service, civilian or military grade Temporary Agency
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and Personnel Creports, general Vydec Computer Vydec Computer Deces of employment (** Prom 7/76 Salary or earnings Scarting \$ 4.75 Final \$ Saline Name of immediate supervise Ms. Susan Heuse Area Code and phone No. if I Reason for leaving Thempo Description of duties, response. Secretary to at	per hr.	9/76 Avg. hrs. per week 180.	Place City: State:	Exactitle of position Secretary/of employment Washington D.C. Name of employer (Stuart Tell 1120 -19th	lyst. Typed communication Legal Asst. Number and kind of exsupervised none from, organization, et.) mporaries, I h Street, N. al legal assistantial dution	For agen	roposals, budget perated the ry use (still adm, etc.) If Pederal service, civilian or military grade Temporary Agency Kind of business or organization (manufacturing, accounting, insurance etc.) secretarial agency as (including ZIP Code, if known)

20. EXPERIENCE (Start with your FILSENT post	iron sud धरा	rt beça.	Account for periods of	una j'syment in sejar.	ate blocks i	in order.)			
May inquiry be made of your present employer reg. (A,"No" wall not a feet your consummation for employe			sapi for HEARING I	EXAMINER peritions.		Yes No			
Dices of employment (manto, mar) 9/			Exact title of position			If Federal service, civilian or military grade			
7 From 8/74 To PRESEN			Legal Se						
Salary or earnings Scanning \$ 10,500 per Yr.	Avg. hrs.		of employment Washington	Number and kind of supervised	employees	(manufacturing, accounting, interesci,			
9	27.1	Į.	Masiiing con	1		Law Firm			
Present same per	37-3	State:			٠	<u> </u>			
Name of immediate supervisor				=		ress (including ZIP Code, if known)			
JoAnna McAtee		!		ox, Kintner,					
Area Code and phone No. if known Reason for wanting to leave laid off			1812 H	Street, N.w	., was	shington, D.C.			
Description of duties, responsibilities, and accompli	-h-maneq	1 002	1 Corretary	, to several	arto	rnevs in the firm.			
in areas of litigation, real estate, tax, labor, Federal Communications-took dictation, wrote letters of general correspondence, kept records, typed briefs,									
proposars, etc. rerephone	proposals, etc. Telephone communications with clients and other firms, etc.								
			-						
			·		7				
Amile Menum minner tone i Temen	DET OU	ת יווי ז	T COURCE BI	בי אשבה זחודוב		ocy use (skill codes, etc.) 1/72-6/74			
(THE NEXT THREE JOBS LISTED	RETOM	WER			WIIF				
Dates of employment (munits, year)	•		Exact title of position		· •	If Federal service, civilian or military grade			
7 From 11/73 To 8/74			Secretary						
Salary or earnings Starting \$ \(\sigma \sigma \) \(\sigma \) \(\sigma \) \(\sigma \) \(\sigma \)	Avg. hrs. per week		of employment	Number and kind of e supervised	employees	Kind of business or organization			
4.50 · nr.	ľ	City: 7	Washington	Sipervised		(manufacturing, accounting, insurana, etc.)			
Final \$ per	20	State:	D.C.	0	· · · · · · · · ·	Secretarial Service			
Name of immediate supervisor						ress (including ZIP Code, if known)			
Clara, Bob				and the second s	15 -18	Sth Street, N.W.			
Ares Code and phone No. if known			Washington	, D.C.					
Reason for leaving temporary job		•							
Description of duties, responsibilities, and accomplis									
in the area as Legal, Execu	stive,	Sta	tistical an	d Technical	Secre	tary on short-term			
assignments.						en e			

					•				
	·								
					For ager	scy use (skill codes, etc.)			
•					1	Ky Wae (saist sames, wasy			
Dates of employment (month, year) From 4/73 To 6/73			Exact title of position Transcribe	er		If Pederal service, civilian or military grade			
Salary or earnings Starting \$ 3.50 per hr.	Avg. hrs. per week			Number and kind of en supervised		Kind of business or organization (manufacturing, accounting, inturation,			
	20	State:		0.	-	Reporting Agency			
Name of in mediate supervisor					l				
Doris Hoover		1		orting Agend		ss (including ZIP Code, if known)			
			_		. •	hington B C			
Ares Code and phone No. if known	±0.× 01	1			., Was	shington, D.C.			
Resson for leaving Course related -									
Description of duties, responsibilities, and accomplis	hments	Tra	ascriber of	reporters r	notes	from courtroom			
hearings.						•			
				•	•				
			`	•					
					Por ageo	CT use (skill codes, esc.)			
									

IF YOU NEED ADDITIONAL EXPERIENCE STOWARD FORM 171-A OR BELLIES SEE INSTRUCTION SHEET

Page 2

			• •	EXAMINER positions.)		•
Dates of employment (math, year) 7/74			Exact title of position	XS		If Federal service, civilian or military
From 9/73 To PRESEN			Student re	eporter		grade
Salary or earnings	Avg. hrs.	1	of employment	Number and kind of e	mployees	
Starting \$ 0 per	ber meek	City:	Washington	supervised .		(manufacturing, accounting, insurance,
Present 3 per	15	State:	D.C.	0		Reporting Agency
Name of immediate supervisor			Name of employer	(firm, erzadization, etc.)	and addr	ess (including ZIP Code, if known)
Bernie Richards			BGH Repor	ting Agency		
Area Code and phone No. if known			· -		W., W	ashington, D.C.
Reason for wanting to lerve Course relat	ted - f	or e	<u> </u>			
Description of duties, responsibilities, and accompl					•	
Sat-in on public hearings a	and too	k m	Inutes of h	earings and o	obser	ved courtroom
procedures. Transcribed no			•			•
				•		
		•				
					For agen	icy use (skill ada, etc.)
Dates of employment (menth, year)		٠.	Exact title of position		•	If Federal service, civilian or military grade
O From 5/13/74 To 6/14			Legal Secr			
Salary or earnings	Avg. hrs. per week		of employment	Number and kind of en supervised	nployees	Kind of business or organization (manufacturing, accounting, insurance,
Starting \$ 4.50 per hr.		7.62	Washington,	Johennee		etc.)
Final \$ same per	37-3	State:		0		Congressional Office
Name of immediate supervisor			1	•		ess (including ZIP Code, if known)
Marilyn Shapiro			•	oman Elizabet		
Ares Code and phone No. if known			Longworth	House Office	e Bld	g., 3rd & C Sts. S.E.
Reson for leaving Temporary posit	tion					
						
Description of duties, responsibilities, and accompli	shmena W					
Richard M. Nixon, wrote le	chmens W					
	chmens W					
Richard M. Nixon, wrote le	chmens W					
Richard M. Nixon, wrote le	chmens W					
Richard M. Nixon, wrote le	chmens W					
Richard M. Nixon, wrote le	chmens W				count	ry, handled phones,
Richard M. Nixon, wrote le	chmens W				count	
Richard M. Nixon, wrote le took dictation and transcr	chmens W		onstituency	around the	count	ry, handled phones,
Richard M. Nixon, wrote letook dictation and transcri	tters tibed.		Exact title of position	around the	count	ry, handled phones,
Richard M. Nixon, wrote letook dictation and transcriber and t	tters tibed.	:0 C	Exact title of position Secretary	around the d	For agen	cy use (skill codes, etc.) If Federal service, civilian or military grade
Richard M. Nixon, wrote letook dictation and transcribe took dictation and transcribe took dictation and transcribe took dictation and transcribe transcri	tters tibed.	Flace	Exact title of position Secretary of employment	around the o	For agen	cy use (skill codes, etc.) If Federal service, civilian or military grade
Richard M. Nixon, wrote letook dictation and transcr. Dates of employment (menth, year) From 3/70 Salary or earnings Starting \$ 6,500 Per yr.	tters tibed. Avg. hrs. per week	Flace Gry:	Exact title of position Secretary of employment Washington,	around the o	For agen	ry, handled phones, cy use (skill codes, exc.) If Federal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.)
Richard M. Nixon, wrote letook dictation and transcribed and t	tters tibed. Avg. hrs.	Flace	Exact title of position Secretary of employment Washington, D.C.	around the of a supervised O	For agen	ry, handled phones, cy use (skill codes, etc.) If Federal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.) Educational Asso.
Richard M. Nixon, wrote letook dictation and transcr. Dates of employment (menth, year) From 3/70 Salary or earnings Starting \$ 6,500 per yr. Final \$ 7,000 per Name of immediate supervisor	tters tibed. Avg. hrs. per week	Flace Gry:	Exact title of position Secretary of employment Washington, D.C.	Number and kind of ensupervised O form, organization, etc.)	For agen	ry, handled phones, cy use (skill codes, exc.) If Pederal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.) Educational Asso. ss (including ZIP Code, if known)
Richard M. Nixon, wrote letook dictation and transcribed and t	tters tibed. Avg. hrs. per week	Flace Gry:	Exact title of position Secretary of employment Washington, D.C. Name of employer of American	Number and kind of ensupervised Offirm, organization, stc.) Association	For agen	ry, handled phones, cy use (skill codes, etc.) If Federal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.) Educational Asso. so (including Z!P Code, if known) mior Colleges
Richard M. Nixon, wrote letook dictation and transcr. Dates of employment (menth, year) From 3/70 Salary or earnings Starting \$ 6,500 per yr. Final \$ 7,000 per Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known	tters tibed. Avg. hrs. per week	Flace Gry:	Exact title of position Secretary of employment Washington, D.C. Name of employer of American	Number and kind of ensupervised Offirm, organization, stc.) Association	For agen	cy use (skill codes, esc.) If Pederal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.) Educational Asso. ss (including ZIP Code, if known)
Richard M. Nixon, wrote letook dictation and transcribook dictation and tra	tters tibed. Avg. hrs. per week 37-1/2	Place City:	Exact title of position Secretary of employment Washington, D.C. Name of employer (American One Dupon	Number and kind of ensupervised Offerm, organization, etc.) Association to Circle, N.1	For agen	ry, handled phones, cy use (skill codes, exc.) If Pederal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, etc.) Educational Asso. so (including Z!P Code, if known) nior Colleges ashington, D.C.
Richard M. Nixon, wrote letook dictation and transcribook dictation and tra	tters tibed. Avg. hrs. per week 37-1/2	Flace Gity: State:	Exact title of position Secretary of employment Washington, D.C. Name of employer of American One Dupon	Number and kind of ensupervised Offirm, organization, stc.) Association t Circle, N.1	For agen	ry, handled phones, cy use (skill codes, esc.) If Federal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, esc.) Educational Asso. so (including Z!P Code, if known) nior Colleges ashington, D.C. Programs, kept
Richard M. Nixon, wrote letook dictation and transcribook dictation and tra	tters tibed. Avg. hrs. per week 37-1/2	Flace Gity: State:	Exact title of position Secretary of employment Washington, D.C. Name of employer of American One Dupon	Number and kind of ensupervised Offirm, organization, stc.) Association t Circle, N.1	For agen	ry, handled phones, cy use (skill codes, esc.) If Federal service, civilian or military grade Kind of business or organization (manufacturing, accounting, insurana, esc.) Educational Asso. so (including Z!P Code, if known) nior Colleges ashington, D.C. Programs, kept
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May inquity be made of your present of (A "No" wall not a fait your consideran	employer rega	rding your unt offortu	characi nities e	er, qualifications, and xcpt for HEARING I	record of employme EXAMINER parties	:nt? u.j	Yes No
Dates of employment (math. year 2/68	") 1/70 To Presen	T TIME		Exact title of position Secretary	ac	,	If Federal service, civilian or military, grade
Salary or earnings		Avg. hes.	1	of employment	Number and kind of	of employees	
Starting \$ 6.000 per 5	r.	ber meer	City:	Washington,	supervised		(manufacturing, eccounting, insurance, etc.)
Present 8 per		37-3	State	D.C.	2		Management Consultant
Name of immediate supervisor							ress (including ZIP Code, if known)
Layle Luckett					House, Inc Street. N.W		nington, D.C.
Ares Code and phone No. if known			• •	<u> </u>	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Reason for wanting to leave Due	to illi		нера	ititis	x manacam	ent co	enltants, wrote
Description of duties, responsibilities, letters of general co	and accompli	inments .	Seci	etary to re	orrangem	for co	ferences and
letters of general co	orrespon	ndence	, Ke	lod occasio	nally	101 00.	
travel, typed gov't.	proposa	115, 6	Tave	· · · · · · · · · · · · · · · · · · ·			
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Dates of employment (month, year	_			Exact title of position	× 0	•	If Federal service, civilian or military
// From 5/67	To 1/6		Ta:	Secretary) N	<u> </u>	Y
Salary or earnings Starting \$ 8500 per y	r.	Avg. hrs. per week	•	of employment Washington	Number and kind of supervised	(employees	Kind of business or organization (manufacturing, accounting, insurance, etc.)
Final \$ per		37-1/2	State:	D.C.	2		Employment Agency
Name of immediate supervisor				- -		-	acis (including ZIP Code, if brown)
Joyce Sarsfield							velopment Agency
(Acer Code and paore, No. if Imown				14th & "K"	Streets,	N.W.,	Washington, D.C.
Reason for leaving Company w		krupt	•				
Description of duties, responsibilities,	and accomplis	ршена	Seci	retary to to	vo job coun	serors	. Typed up
resumes for system a	nalyst	and pr	ogra	ammers, Ille	ed records,	Lyped	general corresponden
		·					
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	•					For som	ncy use (skill codes, etc.)
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Dates of employment (manib, year				Exact title of position	<u> </u>	_1	If Pederal service, civilian or military
3 Prom 4/66	To 5/67			Clerk-typ:	the second secon		grade
Salary or mainings		Avg. hrs.	Flace	of employment	Number and kind o	f employees	Kind of business or organization
Cramina C	r.	bet neek	•	Washington			(manufacturing, accounting, insurance,
Final 8 per	•	40	State:		0		University
Name of immediate supervisor) Srm. orcznization. et	c.) and addr	es (including ZIP Code, if known)
Nadine Flack		• •		Georgetown	University		& "O" Sts., N.W.
Area Code and phone No. if known				Washington	, D.C.		
Reson for levice resigned							
Description of duties, responsibilities,	دننوmosa boa	ನಿರುವಾಣ	typ	ed letters	of general	corres	pondence and
filed student record	s, arra	nged_f	or	student loa	ns, registe	red st	udents.
							
		·			n de la companya de l	·	
						,	
	· · ·			•		Te	
						Lot vites	cy we (skill odes, etc.)

· ANSWER ALL QUESTIONS CORRECTLY AND FULLY

21 A. Special qualifications and skills (skills with machines; patents or inventions; your most important publications (do not submit capies buless requested); your public speaking and publications experience; membership in professional or minutific medication; one.)

Operate Vydec Computer

Most IBM typewriters, Selectric II, Standard Electric, Executive, etc.
Operate Court Reporters model—Stenotype machine for dictation
Operate the stenorette, IBM Dictaphones & others

10 key adding & calculator machines

22. A. Did you graduate from high school, or will	BN	me and loc	ation (tity	and State) o	last high	school attend	ed		•
you graduate within the next nine months? YES HONTH/YEAR NO HIGHEST GRADE COMPLETE # 6/62 12		unbar Jashin			, lst	& "N" S	treets	s, N.W.	
C. Name and location (city, State, and ZIP Code if known)	of college		ttended		ompleted	No. of cre		Type of	Year of
or university, (If you expect to graduate within 9 m MONTH and your you expect degree.)	entes, gree	From	To	Day	Night	Semester hours	Quarter bours	degree (B.A., etc.)	degree
Strayer College	•	1/72	7/74	2	2	18	9	Specia	1
13th & "G" Streets, N.W.						•		stude	nt
	No. of crea	lies compl.		<u> </u>	<u> </u>	<u> </u>		No. of cree	ics comp
D. Chief undergraduate college subjects	Semester hours	Quarter hours		E. Chief g	adukte coll	ege subjects	•	Semester bours	Dours
							•		-
	•			:		•		1	_

F. Major field of study at highest level of college work

Court & Conference Reporting

G. Other schools or training (for example, trade, recational, armed force, or business). Give for each the name and location (city, State, and ZIP Code if brown) of school, dates attended, subjects studied, number of classroom hours of instruction per week, certificates, and any other pertinent data.

Johnson's Business School, 14th & N.Y., Avenue, N.W. 1964 Secretarial Course, typing, speedwriting, clerical

23. HONORS, AWARDS, AND FELLOWSHIPS	24. LANGUAGES OTHER THAN	ENGL	ISH	-						<u>, </u>			
1977 Inaugural Committee	List the languages and indicate your knowledge of each by		Readin			peakir		Und			<u> </u>	Veitin	-
Certificate of Appreciation	placing "X" in proper columns	Excl	Good	Fair	Excl	Good	Fair	Excl	Good	Fair	ExcD	Good	Fa
White House letter	none												Γ
Jury Duty Certificate											П		
our run, con contract of													Γ.

25. REFERENCES. List three persons who are NOT related to you and who have definite knowledge of your qualifications and firness for the position for which you are applying. Do not repeat names of supervisors listed under Item 20, EXPERIENCE.

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Number, Street, City, State and ZIP Code)	BUSINESS OR OCCUPATION
Rev. Robert Harrison	New Samaritan Baptist Church 6th & Maryland Avenue, N.E.	Minister
Ellis Mayo	Manpower Office 6th & Pennsylvania Avenue, N.W.	Job counselor
Maureen Plummer	National Center on Black Aged 1730 "M" Street, N.W.	Comptroller

Page !

ANSWER ITEMS 26 THROUGH 36 BY PLACING AN "X" IN THE PROPER COLUMN	Yes	No
26. Are you a citizen of the United States?	х	4
Before ensurering these questions read Items 27 and 28 in the assached instructions. 27. Are you now a member of the Communist Party, U.S.A., or any subdivision of the Communist Party, U.S.A.?		X
28. (a) Are you now, or within the last ten years have you been, a member of any organization, or group of persons including but nor limited to the Communist Party, U.S.A., or any subdivision of the Communist Party, U.S.A., which during the period of your membership you knew was advocating or teaching that the government of the United States or any political subdivision thereof should be overthrown or overturned by force, violence, or any unlawful means?		X
28. (b) If your answer to (a) is in the affirmative, did you, during the period of such membership, have the specific intent to further the aims of such organization or group of persons to overthrow or overturn the government of the United States or any state or any political subdivision thereof by force, violence, or any unlawful means?		X
29. If your answer to 27 or 28(a) above is in the affirmative state the names of such organizations and the dates of your membership in each in item 37.		
30. Within the last five years have you been fired from any job for my reason?	177.00	X
32. Have you ever been convicted of an offense against the law or forfeited collateral, or are you now under charges for any offense against the law? (You may omit: (1) traffic violations for which you paid a fine of \$30.00 or less; and (2) any offense committed before your 21st birthday which was finally adjudicated in a juvenile court or under a Youth Offender law.)		X
33. While in the military service were you ever convicted by general court-martial?		n/a∢
34. Does the United States Government employ in a civilian capacity or as a member of the Armed Forces any relative of yours (by blood or marriage)? (See Items 34 and 35 in the attached instruction sheet.)		X
36. Do you receive or do you have a pending application for retirement or retainer pay, pension, or other compensation based upon military, Federal civilian, or District of Columbia Government service? If your answer is "Yes," give details in Item 37.		X
Your Statement cannot be processed until you have answered all questions, including Items 26 through 36 above. Be sure you have placed an "X" to the legerator (A) above, either in the "Yes" or the "No" column.	ft of EV	ERY
37. Space for detailed answers. Indicate Item number to which answers apply.		
Item No.		
	·	
		على المارية
If more space is required, use full sheets of paper approximately the same size as this page. Write on EACH sheet your name, birth date, and same position title. Attach all sheets to this Statement at the top of Page 3.	Scriner)	or
ATTENTION — THIS STATEMENT MUST BE SIGNED	•	je v
Read the following paragraph carefully before signing this-Statement		-
A faire answer to any question in this Statement may be grounds for not employing you, or for dismissing you after work, and may be punishable by fine or imprisonment (U.S. Code, Title 18, Sec. 1001). All statements are subject to inducting a check of your fingerprints, police records, and former employers. All the information you give will be correlated your statement and is subject to investigation. A faire answer to items 27 or 28 could deprive you of your annulty when you reach refirement age in addition to the panaltest described above.	vestig muds	ration,

CERTIFICATION

I CERTIFY that all of the statements made in this Statement are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

SIGNATURE (Sign in ink)

DATE SIGNED

May 17, 1977

Page 4

APPLICANT MUST FILL IN ALL BLANKS IN THIS SECTION ONLY TITLE OF EXAMINATION Stenegrapher and Typist Washington, D.C. NAME AND ADDRESS (Number, Street, City, State and ZIP Code) This is not a notice of appointme It is a record of your rating, It is a portant that you keep it. PERIOD OF CONSIDERATION FROM ISSUE DATE B MONTHS 12 MON You are ELIGIBLE for the following grade(s):
Stenegrapher and Typist Washington, D.C. April 25, 1977 NAME AND ADDRESS (Number, Street, City, State and ZIP Code) Lillian B. Johnson 7516 Forest Road Landover, Maryland 20875 This is not a notice of appointme it is a record of your rating. It is a portant that you keep it. PERIOD OF CONSIDERATION FROM ISSUE DATE 6 MONTHS 12 MON 3 Years SEE REVERSE SIDE
NAME AND ADDRESS (Number, Street, City, State and ZIP Code) Lillian B. Johnson 7516 Forest Road Landover, Maryland 20875 This is not a notice of appointment in the portant that you keep it. PERIOD OF CONSIDERATION FROM ISSUE DATE 6 MONTHS 12 MON 3 Years SEE REVERSE SIDE
Lilliam B. Johnson 7516 Forest Road Landover, Maryland 20875 Landover, Maryland 20875 This is not a notice of appointment it is a record of your rating. It is a portant that you keep it. PERIOD OF CONSIDERATION FROM ISSUE DATE 6 MONTHS 3 years SEE REVERSE SIDE
Lillian B. Johnson 7516 Forest Road Landover, Maryland 20875 This is not a notice of appointment it is a record of your rating. It is a portant that you keep it. PERIOD OF CONSIDERATION FROM ISSUE DATE 6 MONTHS 3 years SEE REVERSE SIDE
Landover, Maryland 20875 Landover, Maryland 20875 See Reverse Side Landover, Maryland 20875 FROM ISSUE DATE Landover, Maryland 20875 Landover, Maryland 20875 FROM ISSUE DATE Landover, Maryland 20875 Landover, Maryland 20875 FROM ISSUE DATE Landover, Maryland 20875 L
☐ 6 MONTHS · ☐ 12 MON IN 3 YEARS SEE REVERSE SIDE
SEE REVERSE SIDE
You are ELIGIBLE for the following grade(s):
CLERK-TYPIST CLERK- STENOGRAPHER TRANSCRIBER (TRAINEE) CLERK- CLERK- TYPIST CLERK- STENOGRAPHER TRANSCRIBER (TRAINEE)
GS-2 GS-3 GS-3 TEST SCORES
GS-3 GS-4 GS-4 GS-4 GENERAL TEST CLERICAL PLUS VERE
AMOUNT OF VETEPAN PREFERENCE INCLUDED IN YOUR RATING: 5-PTS 10-PTS 102
You are INELIGIBLE for the following grade(s):
CLERK-TYPIST CLERK-DICTATING CLERK-STENOGRAPHER TRANSCRIBER (TRAINEE) CLERK-TYPIST CLERK-DICTATING STENOGRAPHER (TRAINEE) 64/6
☐ GS-2 ☐ GS-3 ☐ GS-3 ☐ GS-2 ☐ GS-2 ☐ GS-4 ☐ GS-4 ☐ GS-4 ☐ GS-5 ☐ GS-4
REASON FOR INELIGIBILITY: 119 You did not earn a passing score for the grade(s), checked ineligible, therefore no numer-
ical rating is assigned for them. You did not pass the typing performance test.
You did not pass the stenography performance test. Your lowest acceptable salary is higher than that of the position in which you qualify.
Your qualifications statement does not show that you meet the minimum experience or education required for the grade(s) checked ineligible.
You failed to reply to official correspondence.
THE ITEMS CHECKED BELOW APPLY TO YOU: EXPLANATION OF SCORE
You passed the general tests. If you recompete, you need retake only the typing part (and octating part if you apply for stenographer) of the test. You must also present this notice and a Personal Qualifications Statement, Standard Form 171.
You failed the stenography test only. If you recompete, you need retake only that test. You must also present
this notice and a Personal Qualifications Statement, S.F. 171. You may not enter on duty until completion of required education is shown. Vour qualifications statement is attached in case you wish to apply for a different position.
DATE OF ISSUE
April 25, 1977 Washington, D.C. 20415 United States Civil Service Commission Washington, D.C. 20415
BE SURE TO READ THE IMPORTANT MESSAGES ON THE BACK OF THIS FORM
CSC FORM 40

STATES OF THE STATES OF THE PROPERTY OF THE PR

Superior Court of the Ristrict of Columbia

Certificate of Appreciation

Court of the Dist	viol of Columbia			lion as a juror in JANUARY	
is presented this ce	plificals of appre	eciction for sig	nificant comm	unily service by t	
the Court on behal	l of the grateful	cilizens of the	Listrict of Co	lumbia.	
	G				
CHIEF JUDGE	. Merce	was the same			

EXECUTIVE OFFICER.

DISTRICT OF COMMBIA COURTS

Select Committee on Assassinations U.S. House of Representatives WASHINGTON, D.C. 20515

August 16, 1977

TO:

BECKY

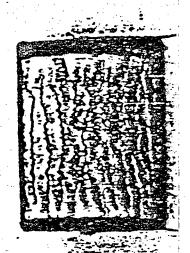
FROM:

NANCY

RE:

LILLIAN JOHNSON

Thought you would want a copy of her resume. She will be starting 8-29-77.





Your assistance with the 1977 Inauguration meant a great deal to me personally. More importantly, it was a great example of what we Americans can accomplish by sharing our talents and energies with each other.

Timmy Carter



RESUME

LILLIAN BARBARA JOHNSON 7516 Forest Road Landover, Maryland 20875 (301) 772-3341(H) (202) 755-6808 (0)

<u>Position Desired</u> - Administrative Assistant/Secretarial

Experience - District of Columbia

5/77 - Present	Department of Housing and Urban Development 451 7th Street, S.W. Clerk-typist
12/76 - 2/77	1977 Presidential Inaugural Committee 2nd & "T" Streets, S.W. Administrative Assistant/Site Coordinator
9/76 - 11/76	Congressional Budget Office 2nd & "D" Streets, S.W. Secretary
7/76 - 9/76	Stuart Temporaries, Inc. 1120 -19th Street, N.W. Secretary
8/74 - 9/75	Arent, Fox, Kintner, Plotkin & Kahn 18th & "H" Streets, N.W. Legal Secretary
11/73 - 8/74	Temporaries, Inc., 1015 18th Street, N.W. Secretary
5/13 - 6/14	Longworth House Office Building, N.J. & "C" Streets, S.E. Secretary
1/73 - 8/73	Model Inner Cities Community Organization 9th & "U" Streets, N.W. Executive Secretary
3/70 - 3/71	American Association of Junior Colleges One Dupont Circle, N.W. Secretary
2/68 - 1/70	Harbridge House, Inc. 2100 "M" Street, N.W. Support Secretary
5/67 - 1/68	Tabulating Research & Development Agency 14th & "K" Streets, N.W. Secretary
5/66 - 5/67	Georgetown University, 37th & "O" Streets, N.W. Clerk-typist

Education:

1/72 - 7/47 Strayer College, 13th & "G" Streets, N.W.

Studied Court & Conference Reporting, Stenotype,

Legal reporting and advanced vocabulary

9/63 - 6/64 Johnson's Business School, 14th & N.Y. Avenue,

N.W. Secretarial Course

9/59 - 6/62 Graduate of Dunbar High School, 1st & "N"

Streets, N.W. Commercial Courses

Skills: Stenotypist 100 - 140 wpm. Typist 75 - 80

Seeking opportunity for career professional position

willing to start as trainee, willing to travel occasionally

Personal: Divorced

One daughter age 8 years.

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9/59 - 6/62

Graduate of Dunbar High School, 1st & "N" Streets, N.W. Commercial Courses

Skills:

Stenotypist 100 - 140 wpm. Typist 75 - 80

Seeking opportunity for career professional position willing to start as trainee, willing to travel occasional

Personal:

Divorced

One daughter age 8 years.

1977 Inaugural Committee



February 7, 1977

Dear Ms. Johnson:

President Carter and Vice President Mondale have asked us to express their sincere appreciation to you for your most commendable efforts in support of the 1977 Inauguration.

The Inauguration of the President of the United States is a moment in history that serves as a vehicle to communicate to the world the commitment and spirit of the New Administration.

It is with this in mind that I forward this letter to you as a member of the Inaugural Security and Credential Committee. You displayed the highest degree of professionalism and dedication in many important tasks.

You were always willing and ready to work long hours, above and beyond the normal work day. You volunteered your services for almost anything asked of you.

Throughout the planning and implementation period, you were faced with an everchanging list of requirements. Your dedication to duty, understanding of the difficulties faced by the Inaugural Committee, and cooperative attitude are indicative of a true professional. Your overall manner of performance was truly outstanding.

If we had the power today, each of you would receive a tangible medal of citation for the highest award of Volunteer Action. Possessing only words, we say again, thank you for all the service given so unselfishly.

Sincerely,

Frank Wison, Director

Security & Credentials Committee

Donald Brock, Deputy Chief

In Charge of Internal Security



LILLIAN BARBARA JOHNSON

served with distinction on behalf of the Armed Forces of the United States at the Inauguration of

Jimmy Carter

on the twentieth day of January, one thousand, nine-hundred seventy-seven in Washington, District of Columbia

Fordy Ry. Wirana Micki Nogers

Co-Chairpersons

1977 Inaugural Commiller

Robert G. Perks

Major General USA

Chairman

THE WHITE HOUSE WASHINGTON

February 3, 1977

To Lillian Johnson

I deeply appreciate your dedicated and untiring work on the 1977 inauguration. The inaugural program was a great success, open to all of our citizens. This would not have been possible without the unselfish help, cheerful spirit and long hours freely given by volunteers such as you.

You have helped to set an example of what we Americans can accomplish by sharing our talents and energies with each other. Many thanks.

Sincerely,

Miss Lillian Johnson 7516 Forest Road

Landover, Maryland 20875



Your assistance with the 1977 Inauguration meant a great deal to me personally. More importantly, it was a great example of what we Americans can accomplish by sharing our talents and energies with each other.

Timney Carter

Life Experience: Inauguration of President and Vice President of the United States, 1977 Presidential Inaugural Committee, Washington, D.C.

Competency Statement

Position Descriptors

As Site Coordinator &
Administrative Assistant
of the Inaugural Committee's
Security & Credential division,
I have:

- A. Acquired knowledge as to how legislative priorities are set
- B. Held high level administrative responsibility in operating the office
- C. Supervised productivity, flow of work and overall operations of our office with top United States Secret Service officials and congressional members.
- D. Through the concept of creative office leadership I have assisted in planning, organizing and controlling the operations of presidential security
- E. Utilize techniques to help maintain good employee relations through effective supervision, delegation, evaluating, training, and thorough communications with USSS.
- F. Arranged and made contacts with top USSS agents, presidential advance team, and congressional members for indepth security conferences.

PERSONAL QUALIFICATIONS STATEMENT

OMB APPROVED 50-R0048

٠ .	IMPORTANT:	Read the		you have t	and no more than three	as curre	hal positions since the statement being ent when this form is attached. Before
This form may be used to update youpdated was completed. Agencies a completing this form, review carefull dark ink.	re required to acce	ot a brevi	ously completed I	ocing upda	ualifications Statement	availabl	e. Otherwise write or print legibly in
1. NAME (Last) (First) (Middle) (M	laiden, if any)	MR. 🗆 /	MISS MRS.	2 DATE	OF THIS STATEMENT	3. BIRTH	1 DATE (month, day, year)
AND ADDRESS (Number, Street, City				May	17, 1977	Dec	cember 6, 1943
JOHNSON, Lillian Ba	rhara Kil	enc		 	ON FOR SUBMISSION (
7516 Forest Road	IDAI'A KII	rens-		1	-		
Hyattsville, Maryla	nd 20875			l —			totement in my Official Personal Folder
I. KIND OF POSITION YOU ARE FILING I	FOR (Or title and n	umber of a	nnouncement)	_	update Personal Qualific		
Security Assista	nt 15-2	21 (77	7)A		update attached Persona requested	i Quaime	unom scientem
6. LOWEST PAY OR GRADE YOU WILL A	CCEPT GR	ADE					
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THE FEDERAL GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER

Standard Form 172, January 1972 U.S. Civil Service Commission 172-102

DATES	OF EMPL	DYMENT	(mont	b, year)			** <u>*</u>	EXACT TITLE OF	POSITION			IF FEDERAL SERVICE, CIVILIAN OR MILITARY GRADE
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1A. Kind of position (job) you are filing	for for title of	B. Announcement No.		•				N THIS E	
anneuncement Administrativ	re Asst.,		┨┠	· · · · · · · · · · · · · · · · · · ·	- 10x 03	Materia		Entered Regi	
C. Options for which you wish to be cons		unou memeno j		Аррог		خدا	bmitted		
Legislative 1		<u> </u>	41	Nona			eturned		
D. Primary place(s) you wish to be emplo		likan awaa	1 +	Notations:		<u> </u>		L	 -
Washington, I			41	110020000	•				
2. Home phone (including Area Code)	3. Office phone (in	-	1 +	Form Revi					
772-3341 (301)	775–5860		41						
4. Name (Last) (First) (Middle) (Ma and Address (Number, Street, City, State	iden, if any) [] M and ZIP Code)	ie. X Miss Mrs.	1	Form App	roved: tios	Grade	Earned Rating	Preference	Auz
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9. Birth date (Month, day, year)	10. Social Security	Account Number	71					Laves of	ļ
12/6/43	577	56 7465		Initials and	Date			gated	Ì
11. If you have ever been employed by the		nt 25 a civilian, give your	1	<u> </u>		<u>L:</u>			<u></u>
last classification series, grade, and job	title.							OINTING O	
GS-318-5 Clerk-typ	ist							sh proof that er proof as req	
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Dates of service in that grade From To) _.		11						
May 9, 1977	Present	time	11	Signature :	and Title		•	•	
12. If you are currently on a list of eligible the name of the announcement, the name your notice of rating, and your rations.	ume of the office main	o a Federal position, give nusining the list, the date		Agency	<u> </u>				Date
Stenographer and Typ United States Civil Federal Register April 25, 1977 — Ty	Service Com	•		Refer	for medical	action			j
13. Lowest pay or grade you will accept		14. When will you be	11					•	
PAY	GRADE	upori		. • •		•			
\$ per Yr.	OR 5	notification			· · · · · · · · · · · · · · · · · · ·				
15. Will you accept temporary employmen	te for: YES NO	16. Where will you acce	pt a	job?	YES NO	17. W	ill you a	ccept less that	o full ti
(Acceptance or refusal of 1 month on	less? X	Washington, D.C	-		x	(Less th	an 40 b	eers per week)	Ye
temporary employment will met affect your consideration1 to 4 most	ths? X	Any place in the	Uni	ted States.		18. An	you wi	lling to travel	(Chec
I for other appaintments.)	\ \ \ \ \ \ \ \ \ \ \	Outside of the U	nited	States.		,		NO	SOME
4 to 12 mg	man: La	Only in (specify):			rea			H	x
19. VETERAN PREFERENCE. Arower a	l parts. If a part does				ابستت		· · · · ·		
A. Have you ever served on active du	ty in the United Sea	tes militare service? (For	ludo .	tours of arti	ine dute for t	rainiw»	aj a ====	rist as Ganada	man 3
B. Have you ever been discharged from to honorable by a Discharge Revie	m the armed services	under other than honors							
If "Yes," give details in Item 37. C. Do you claim 5-point preference ba			••••	•••••	• • • • • • • • •	•••••	•••••	••••••	
If "Yes," yea will be required to furn D. Do you claim 10-point preference?	eist records to support	your claim at the time you	art i	sppointed.				•	1
If "Yes," check type of preference clair	med and complete and	attach Standard Form 13.	"CL	sim for 10-	point Vetera	sa Prefer	vnce." te	gaber with th	e Preof
in that form		Compensable disability		Dis.		☐ w		Widow	C
E. List Dates, Branch, and Serial or Se	ervice Number of All	Active Service (Enter")	V/A'	" if not app	licable)				
From	To	Ba	anch	of Service			Se	rial or Service	Numb
N/A	•			-	,		•	•	- }
THE FEDERAL GOVERNMENT IS	AN EQUAL OPP	ORTUNITY EMPLO	YE	R			orm 17		í
Page 1							S. Ci	vil Servic	e Coi
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May inquiry be made of your present (A"Ne" will not affect your considerate	employer regi tion for employ	arding your ment opports	charact mities e	ter, qualifications, and except for HEARING	l record of employment EXAMINER paritiens.	2))	X Yes No
Dates of employment (menth, yea	r)			Exact title of positi	°°Security-Ci	redls.	If Federal service, civilian or military
¹ From 12/30/76	To PRESEN	IT TIME		Site Coon	dinator/Secr	etarv	grade
Salary or earnings		Avg. hrs.	Place	of employment	Number and kind of	employees	Kind of business or organization
Starting \$150.00 Per W	k	per week	City:	Washington	supervised sever	al-10	(manifacturing, accounting, insurance,
Present \$ Same per		50	State	: D.C.	volunteers		1977 Inaugural Comte
Name of immediate supervisor							ress (including ZIP Code, if known)
Frank Wilson, Direc	tor			II .	-	-	2nd & "D" Streets, S.
Area Code and phone No. if known	202/472-	-4350		Washingto	n, D.C. 2002	4	
			na o	n 1/31/77			
Description of duties, responsibilities,					eral sub-cor	mitte	es within the
Inaugural Committee	on proc						
Processing and preparent	aring S	.C. for	ms	for securit	v pick-up.	Commi	nication by phone
on a very large sca	le with	Secre	t Se	rvice. Whit	e House and	many	other agencies for
Inauguration. Works	ed with	the di	irec	tor prepari	ng and design	ming	security credentials
Sat-in on meetings	Security	v & Pre	255	Personnel,	took dictati	ion an	d kept minutes.
Operated the Command							
Presently working or	After	Actio	n Re	port. Serve	d as central	For ager	ncy use (skill codes, etc.)
point of information	concer	ming a	ctiv	rities of the	e office.	1	
Dates of employment (month,)m	w)			Exact title of position	>0		If Federal service, civilian or military
From 9/76	To II	76		Secretary/	Personnel As	sst.	grade
Salary or earnings		Avg. hrs.	•	of employment	Number and kind of e	mployees	Kind of business or organization
Scarting \$ 10,096. Per y	r	ber meek	City:	Washington	supervised		(manufacturing, accounting, insurance,
Final \$ Same per		40	State:	D.C.	none		Federal
Name of immediate supervisor				1 .) and add	ress (including ZIP Code, if known)
Carl McCarden/Alicia				1	onal Budget		e
Area Code and phone No. if known	202/225-	-6666		2nd & "D"	Streets, S.	.W.	
Reason for leaving Temporary							
Description of duties, responsibilities,	and accomplis	shmenus —	Sec	retary in E	sudget Analys	sis Di	vision, Human Resource
and Personnel Office	e. Woi	rked w	ith	several Ana	lyst. Typed	d up p	roposals, budget
reports, general con			and	telephone c	communication	ıs. O	perated the
Vydec Computer in a	ll divis	sions.					
						For agen	Cy use (skill codes, etc.)
						<u> </u>	<u> </u>
Dates of employment (menth, year				Exact title of position			If Federal service, civilian or military
³ Prom 7/76	To S	9/76			Legal Asst.		Frak Temporary Agency
Selary or earnings Starting \$ 4.75 per }		Avg. hrs. per week	5	of employment	Number and kind of e supervised	mployees	Kind of business or organization
j	r.		City:	was mig car	Supervised	1	(manufacturing, accounting, insurance, etc.)
Final \$ Same per		180.	State:		none		secretarial agency
Name of immediate supervisor							ts (including ZIP Code, if known)
Ms. Susan Heuser					mporaries, I		
Area Code and phone No. if known					h Street, N.	W.	
Reason for leaving Temporary Description of duties, responsibilities,	placer	ment ac	enc	v			
Description of duties, responsibilities,	and accomplis	shments [iork	ed on sever	al legal ass	ianne	nts on short-term.
Secretary to attorne	ys. Pe	erforme	ad a	eneral secr	etarial duti	es. t	voing drafts.
briefs, other corres	pondenc	e, and	Lte	lephone com	munication.		
				- :			
	•						
			بحجاد المساقيون			For agent	ry use (skill codes, etc.)
i -		N N N					
			_				

20. EXPERIENCE (Start with your FILESENT post	११०३ जार्च प्रका	Z PELL.				.
May inquiry be made of your present employer reg. [A "Ne" will not a feet your coastanation for employer.	eding your	charact calles e	er, qualifications, and acoust for HEARING	i record of employment? EXAMINER positions.)		Yes No
Dates of employment (manto, year) 9/	75		Exact title of positi	a		If Federal service, civilian or military
From '8/74 To PRESEN	T TIME		Legal Se			grade
Salary or earnings	Avg. hrs.		of employment	Number and kind of en	mployees	
Scaring \$ 10,500 per Yr.	ber meek	City:	Washington	supervised		(manufacturing, accounting, injurance, dc.)
Present \$ same per	37-3	State:		0		Law Firm
Name of immediate supervisor				-		ess (including ZIP Code, if known)
JoAnna McAtee			,	x, Kintner,		
Area Code and phone No. if known			1815 "H"	Street, N.W.	, Was	hington, D.C.
Reason for wanting to leave laid off				•		
Description of duties, responsibilities, and accompli	shments]	Lega	1 Secretary	to several	attor	neys in the firm,
in areas of litigation, rea						
dictation, wrote letters of						
proposals, etc. Telephone	commu	nica	tions with	clients and	other	firms, etc.
			•	·		-
			·			
`		·			_	cy use (skill ada, etc.) 1/72-6/74
(THE NEXT THREE JOBS LISTED	BELOW	WER			ATTEN	
Dates of employment (manib, year) From 11/73 To 8/7	4		Exact title of position Secretary			If Federal service, civilian or military grade
Salary or earnings	Avg. hrs.	Place	of employment		ployees	Kind of business or organization
Starting \$ 4.50 per hr.	per week		Washington	supervised		(manufacturing, accounting, insurana,
Final \$ per	20	State:		0		Secretarial Service
Name of immediate supervisor	<u> </u>	<u> </u>	Name of employer	(firm, organization, etc.)	and adds	ess (including ZIP Code, if known)
Clara, Bob		•	1	· -		th Street, N.W.
Ares Code and phone No. if known		•	Washington	, D.C.		
Reson for leaving temporary job					,	
Description of duties, responsibilities, and accomplis	hments (Gain	ed experien	ced in worki	ng wi	th many law firms
in the area as Legal, Exec	stive,	Sta	tistical an	d Technical.	Secre	tary on short-term
assignments.						
						•
·						
					•	
		-				
•					For agen	cy use (skill adas, etc.)
						•
Dates of employment (month, year) From 4/73 To 6/73			Exact title of position Transcribe			If Pederal service, civilian or military grade
Salary or earnings			of employment		ployees	Kind of business or organization
Starting \$ 3.50 per hr.	bet meek	City:	Washington	supervised	ł	(manufacturing, accounting, taturasia, etc.)
Final \$ per	20	State:	D.C.	0 .		Reporting Agency
Name of immediate supervisor						
• • • • • • • • • • • • • • • • • • • •		}				es (including ZIP Code, if known)
Doris Hoover			Hoover Rep	orting Agenc	y	
Doris Hoover Area Code and phone No. if known			Hoover Rep 3rd & Mass	orting Agency Ave., N.E.	y	ss (including ZIP Code, if known) hington, D.C.
Doris Hoover	for e	xper	Hoover Rep 3rd & Mass	orting Agency Ave., N.E.	y	
Doris Hoover Area Code and phone No. if known			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Area Code and phone No. if known Reason for leaving Course related -			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agency. Ave., N.E.	y , Was	hington, D.C.
Doris Hoover Ares Code and phone No. if known Reason for leaving Course related - Description of duties, responsibilities, and accomplis			Hoover Rep 3rd & Mass ience mostl	orting Agence. Ave., N.E. y. reporters n	y , Was	hington, D.C.

(A"No" will not affect your consider				• •			• •
Dates of employment (Emile,)	ra) 7/74			Exact title of position	26		If Federal service, civilian or military
From 9/73	To PRESEN			Student re	•	-	grade
Salary or earnings	· · · · · · · · · · · · · · · · · · ·	Avg. hrs.	Flace	of employment	Number and kind of e	mployees	
Starting \$ 0 per		ber week	City:	Washington	supervised		(manufacturing, accounting, insurance, etc.)
Present 3 per		15	State:	D.C.	0		Reporting Agency
Name of immediate supervisor	······································	· 		Name of employer	(firm, erganization, etc.)	and addr	ess (including ZIP Code, if known)
Bernie Richards				BGH Repor	ting Agency		
Area Code and phone No. if known				24th & Pe	nn. Ave., N.	W., W.	ashington, D.C.
Reason for wanting to leave Cour	se relat	e d - f	or e	experience	only.		
Description of duties, responsibilities	<u> </u>			7		•	
Sat-in on public he			k m	inutes of h	earings and	obser	ved courtroom
procedures. Transc	ribed no	tes.		•			•
<u> </u>							
				·	· · ·		
					· · · · · · · · · · · · · · · · · · ·		
						Bas sans	cy use (skill ardes, etc.)
						ror agen	cy we (sem was, ec.)
Dates of employment (menth,)			, -	Exact title of position	A		If Federal service, civilian or military
6 From 5/13/74	To 6/14	177		Legal Secr		•	grade
Salary or earnings	0/1-	Avg. hrs.	Place	of employment	Number and kind of er	nplovees	Kind of business or organization
Starting \$ 4.50 per	hr.	per week		Washington,		, , , , , ,	(manufacturing, accounting, insurance,
Final same per	***	37-35	Scate:	_	o		Congressional Office
Name of immediate supervisor		p. 2	1		(frm, organization, etc.)	and addr	ess (including ZIP Code, if known)
Marilyn Shapiro			•	3	oman Elizabe		_
Ares Code and phone No. if known				_			g., 3rd & C Sts. S.E.
Reason for leaving Tempora	ry posit	ion					
Description of duties, responsibilities			lork	ed with res	earch group (on im	peachment of Pres.
Richard M. Nixon, w	rote let	ters t	:0 C	onstituency	around the	count:	ry, handled phones,
took dictation and				•			٠.
					···		
	·	<u> </u>					
<u></u>			-				<u> </u>
	····			•		For agen	cy use (skill codes, etc.)
Dates of employment (menth,)		•		Exact title of position		ł	If Federal service, civilian or military grade
7 Prom 3/70	To 3/7]		700	Secretary of employment	Number and kind of en		Kind of business or organization
Salary or earnings Starting \$ 6,500 per		Avg. hrs. per week		washington,	supervised	upioyes	(manufacturing, accounting, insurance,
0,500	yr.	37-1-3	State:		0		Educational Asso.
			I SERVE:	D.U.		ŀ	
Final \$ 7,000 per		137 -2			for an enimation steel	and adde	
Name of immediate supervisor	·	137 -2		Name of employer			ss (including ZIP Code, if known)
Name of immediate supervisor Dr. John Mallan		37 -2		Name of employer of American	Association (of Ju	ss (including Z!? Code, if thoum) nior Colleges
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known	N.Y.C.	3, - <u>2</u>		Name of employer of American	Association (of Ju	ss (including ZIP Code, if known)
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to				Name of employer of American One Dupon	Association to Circle, N.	of Ju	nior Colleges ashington, D.C.
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilities	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Vertor of Ve	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilities	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of Ju W., W	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of June W., Worker	nior Colleges ashington, D.C. Programs, kept
Name of immediate supervisor Dr. John Mallan Area Code and phone No. if known Reason for leaving Moved to Description of duties, responsibilitie records. arranged	s, and accompli	shments (Secr	Name of employer of American One Dupon An etary to Di	Association of Circle, N. Verente of Verente	of June W., Worker	nior Colleges ashington, D.C. Programs, kept ped general

May inquiry be made of your to (A"Ne" wall not a far your co					
	ensideration for employ	arding your chara nums of portunities	cter, qualifications, and except for HEARING i	record of employment? EXAMINER paritiess.)	Yes N
Dates of employment (#2	#16. year) 1/70		Exact title of positi	OB.	If Federal service, civilian or military
10 From 2/68	To PRESEN		Secretary		
Salary or earnings			e of employment	1	(manufacturing, accounting, insurance
Scaring \$ 6.000	per yr.	1 1	"Washington,		ec.)
	bes ,	37-1/2 Stat			Management Consultan
Name of immediate supervisor	;			House, Inc.	address (including ZIP Code, if known)
Layle Luckett	·		•	Street, N.W., Wa	ashington, D.C.
Area Code and phone No. if ki		ness II.			
Reason for wanting to leave				our management	consultants, wrote
letters of genera	ol correspo	ndence k	ent records.	arranged for	conferences and
travel, typed gov	w't propos	als. trav	eled occasion	onally.	
Lavel, typed go	v c. propos	410, 414.			
			· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	
					
					
				For	agency use (skill codes, etc.)
					
Dates of employment (me	onth, year)		Exact title of position	26	If Federal service, civilian or militar
From 5/67	To 1/6	8	Secretary	•	grade
Salary or earnings			e of employment	Number and kind of employ	
Starting \$ 8500	per yr.	per week City	"Washington	supervised	(manufacturing, accounting, insurance etc.)
Final \$	bet	37-1/2 Stat	e: D.C.	2	Employment Agency
Name of immediate supervisor					address (including ZIP Code, if thouse)
Joyce Sarsfield					Development Agency
Aces Code and phone No. if h			14th & "K"	Streets, N.W.	, Washington, D.C.
Reason for leaving Compan		krupt		·	Two dun
Description of cuties, responsib	bilities, and accomplis	shments Sec	retary to the	wo job counselor	rs. Typed up
resumes for system	em analyst	and progr	ammers, iii	su records, cyp	ed general corresponden
					
<u> </u>					
				For	Agency use (skill cades, etc.)
				For	ngency use (skill ordes, etc.)
Dates of employment (me	inth, year)		Exact title of position		
Dates of employment (me From 4/66	mib, year) To 5/67		Exact title of position Clerk-typ	>o	
From 4/66 Salary or maings	• •	Avg. hrs. Flac	Clerk-typ:	ist Number and kind of employ	If Federal service, civilian or military grade tes Kind of business or or personal and
Prom 4/66 Salary or mainings	• •	Avg. hrs. Flac	Clerk-typ	ist Number and kind of employ	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance
From 4/66 Salary or minings Starting \$ 4200	то 5/67	Avg. hrs. Flac	Clerk-typ: e of employment Washington	ist Number and kind of employ	If Federal service, civilian or military grade test Kind of business or or personal and
Salary or mainings Starting \$ 4200	To 5/67 per yr. per	Avg. hrs. Flac per week City	Clerk-typ: e of employment Washington e: D.C. Name of employer	Number and kind of employ supervised O (firm, organization, etc.) and a	If Federal service, civilian or military grade ccs Kind of business or or promised (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown)
From 4/66 Salary or mainings Starting \$ 4200 Final \$	To 5/67 per yr. per	Avg. hrs. Flac per week City	Clerk-type of employment Washington D.C. Name of employer of Georgetown	Number and kind of employ supervised Offerm, organization, etc.) and a University, 37	If Federal service, civilian or military grade ccs Kind of business or or promisers (manufacturing, accounting, insurance etc.) University
Salary or remaines Starting \$ 4200 Final \$ 1 Name of immediate supervisor Nadine Flack Area Code and phone No. if kn	To 5/67 per yr. per	Avg. hrs. Flac per week City 40 Stat	Clerk-type of employment Washington D.C. Name of employer of George town Washington	Number and kind of employ supervised Offerm, organization, etc.) and a University, 37	If Federal service, civilian or military grade ccs Kind of business or or promised (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown)
From 4/66 Salary or peraings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if known Reason for leaving. Tesig	To 5/67 per yr. per wwn med for high	Avg. hrs. Flac per week City 40 State	Clerk-type of employment Washington e: D.C. Name of employer Georgetown Washington ng position.	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37 , D.C.	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if breum) th & "O" Sts., N.W.
From 4/66 Salary or peraings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if known Reason for leaving. Tesig	To 5/67 per yr. per wwn med for high	Avg. hrs. Flac per week City 40 State	Clerk-type of employment Washington e: D.C. Name of employer Georgetown Washington ng position.	Number and kind of employ supervised Offerm, organization, etc.) and a University, 37	If Federal service, civilian or military grade ccs Kind of business or or production (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if breum) th & "O" Sts., N.W.
From 4/66 Salary or seraings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. responsib Description of duties, responsib	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corr	If Federal service, civilian or military grade ccs Kind of business or or properties. (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if breum) th & "O" Sts., N.W.
From 4/66 Salary or manings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. Tesig Description of duties, responsible	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corr	If Federal service, civilian or military grade ccs Kind of business or or processing, (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown) th & "O" Sts., N.W.
From 4/66 Salary or seraings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. responsib Description of duties, responsib	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corr	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown) th & "O" Sts., N.W. espondence and
From 4/66 Salary or seraings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. responsib Description of duties, responsib	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corr	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown) th & "O" Sts., N.W. espondence and
From 4/66 Salary or manings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. Tesig Description of duties, responsible	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corr	If Federal service, civilian or military grade ccs Kind of business or or peninsul. (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if breum) th & "O" Sts., N.W. espondence and
Salary or remaines Starting \$ 4200 Final \$ 1 Name of immediate supervisor Nadine Flack Area Code and phone No. if kn	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corrus, registered	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance etc.) University ddress (including ZIP Code, if brown) th & "O" Sts., N.W. espondence and students.
From 4/66 Salary or manings Starting \$ 4200 Final \$ Name of immediate supervisor Nadine Flack Area Code and phone No. if kn Reason for leaving. Tesig Description of duties, responsible	To 5/67 per yr. per sown med for high butter, and accompan	Avg. hrs. Flact per week City 40 State state saments type	Clerk-type The of employment Washington The D.C. Name of employer George town Washington ng position. Ded letters	Number and kind of employ supervised O (frm. organization, etc.) and a University, 37, D.C. of general corrus, registered	If Federal service, civilian or military grade ccs Kind of business or organization (manufacturing, accounting, insurance, etc.) University ddress (including ZIP Code, if breum) th & "O" Sts., N.W. espondence and

ANSWER ALL QUESTIONS CORRECTLY AND FULLY

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4						Lia in 8-14	issional er scienti,					
8		1994				ou a sm:	以上的主义 医二二氏反射术	B. JESPINSON 446./				

Operate Vydec Computer

Most IBM typewriters, Selectric II, Standard Electric, Executive, etc. Operate Court Reporters model—Stenotype machine for dictation Operate the stenorette, IBM Dictaphones & others 10 key adding & calculator machines

B. Kind of License or Certificate (For example, pilot, registered nurse, lawyer, radio operator, C.P.A., etc.)	C. Seeme or other licensing suthority D.C. Drivers permit	license	E. Year of latest license or certificate	F. Approximate number of words per minute: Typing Shorthand 75-80 120-14
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22. A. Did you graduate from high school, or will	B. No	me and loc	ation (city i	and State) o	f last high:	school attend	led ·		•
you graduate within the next nine months? YES MONTH/YEAR NO HIGHEST GRADE COMPLETED					, lst	& "N" S	streets	s, N.W.	, ·
6/62 12	1 26 1		ston, 1			I No of m	J' 1	1 (
C. Name and location (city, State, and ZIP Code if known or university. (If you expect to graduate within 9	maths, eim	Dates	attended	Years C	ompleted	Semester	dits compl. Quarter	Type of degree	Year of
MONTH and year you expect degree.)		From	То	Day	Night	hous	ponts	(B.A., ex.)	degree
Strayer College	. •	. 1/72	7/74	2	2	18	9	Specia	1
13th & "G" Streets, N.W.								stude	nt
	No. of cree	lies compl.						No. of cree	lits compl
D. Chief undergraduste college subjects	Sem ester hours	Quarter hours		E. Chief g	raduite coll	rge subjects		Semester bours	Quarter bours
							•		
									

F. Major field of study at highest level of college work

Court & Conference Reporting

G. Other schools or training (for example, trade, recational, armed force, or business). Give for each the name and location (city, State, and ZIP Code if known) of school, dates attended, subjects studied, number of classroom hours of instruction per week, certificates, and any other pertinent data.

Johnson's Business School, 14th & N.Y., Avenue, N.W. 1964 Secretarial Course, typing, speedwriting, clerical

23. HONORS, AWARDS, AND FELLOWSHIPS	24. LANGUAGES OTHER THAN	ENGL	ISH			مرسلون ا							
1977 Inaugural Committee	List the languages and indicate your knowledge of each by	1	Readin	g	Ş	peaki	AR.	Und	etstan	ding	1	Veitin	g
Certificate of Appreciation	placing "X" in proper columns	Excl	Good	Fair	Exd	Good	Fair	Excl	Good	Fair	Excl	Good	Fair
White House letter	none												
Jury Duty Certificate		<u> </u>											

25. REFERENCES. List three persons who are NOT related to you and who have definite knowledge of your qualifications and firness for the position for which you are applying. Do not repeat names of supervisors listed under Item 20, EXPERIENCE.

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Number, Street, City, State and ZIP Code)	BUSINESS OR OCCUPATION
Rev. Robert Harrison	New Samaritan Baptist Church 6th & Maryland Avenue, N.E.	Minister
Ellis Mayo	Manpower Office 6th & Pennsylvania Avenue, N.W.	Job counselor
Maureen Plummer	National Center on Black Aged	Comptroller

Page !

ANSWER ITEMS 26 THROUGH 36 BY PLACING AN "X" IN THE PROPER COLUMN	Yes	No
26. Are you a citizen of the United Scates?	x	
Before answering these questions read Items 27 and 28 in the attached instructions. 27. Are you now a member of the Communist Party, U.S.A., or any subdivision of the Communist Party, U.S.A.?		х
28. (a) Are you now, or within the last ten years have you been, a member of any organization, or group of persons including but not limited to the Communist Party, U.S.A., or any subdivision of the Communist Party, U.S.A., which during the period of your membership you knew was advocating or teaching that the government of the United States or any political subdivision thereof should be overthrown or overturned by force, violence, or any unlawful means?		x
28. (b) If your answer to (a) is in the affirmative, did you, during the period of such membership, have the specific intent to further the aims of such organization or group of persons to overthrow or overturn the government of the United States or any state or any political subdivision thereof by force, violence, or any unlawful means?		x
29. If your answer to 27 or 28(a) above is in the affirmative state the names of such organizations and the dates of your membership in each in item 37.		
30. Within the last five years have you been fired from any job for any reason? 31. Within the last five years have you quit a job after being notified that you would be fixed? If your answer to 30 or 31 about is "Yes," give details in Item 37. Show the name and address (including ZIP Code) of employer, approximate date, and reasons in each case. This information should agree with your answers in Item 20, EXPERIENCE.	**************************************	X
32. Have you ever been convicted of an offense against the law or forfeited collateral, or are you now under charges for any offense against the law? (You may omit: (1) traffic violations for which you paid a fine of \$30.00 or less; and (2) any offense committed before your 21st birthday which was finally adjudicated in a juvenile court or under a Youth Offender law.)		X.
33. While in the military service were you ever convicted by general court-martial?		n/a
 34. Does the United States Government employ in a civilian capacity or as a member of the Armed Forces any relative of yours (by blood or marriage)? (See Items 34 and 35 in the attached instruction sheet.). 35. Do you live with, or within the past 12 months have you lived with, any of these relatives who are employed in a civilian capacity?		X
36. Do you receive or do you have a pending application for retirement or retainer pay, pension, or other compensation based upon military, Federal civilian, or District of Columbia Government service? 1 your answer is "Yes," give details in Item 37.		x
Your Statement cannot be processed until you have answered all questions, including Items 26 through 36 above. Be sure you have placed an "X" to the lemarker (4) above, either in the "Yes" or the "No" column.	ft of E	/ERY
37. Space for detailed answers. Indicate Item number to which answers apply.		
Item No.		
		
		<u>, </u>
		
If more space is required, use full sheets of paper approximately the same size as this page. Write on EACH sheet your name, birth date, and exmension title. Attach all sheets to this Statement at the top of Page 3.	racement	er
ATTENTION — THIS STATEMENT MUST BE SIGNED Read the following paragraph carefully before signing this-Statement		
A faire answer to any question in this Statement may be grounds for not employing you, or for dismissing you after work, and may be punishable by fine or imprisonment (U.S. Code, Title 18, Sec. 1001). All statements are subject to including a check of your fingerprints, police records, and former employers. All the information you give will be encouragely over Statement and is subject to investigation. A false answer to items 27 or 28 could deprive you of your annulty when you reach retirement age in addition to the panalities described above.	nvestig onsids	rod in

CERTIFICATION

I CERTIFY that all of the statements made in this Statement are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

SIGNATURE (Sign in inh)

DATE SIGNED

May 17, 1977

Page 4

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-	APPL		ALL BLANKS IN THE			
TITLE OF EXAMINA		PLACE OF EXAM			E OF T	EST
Stenographer and Typist		Washingt	Washington, D.C.		April 25, 1977	
	NAME AND ADDRES	S (Number, Street, City	, State and ZIP Code)			
	lliam B. Johns		•	i	is a rec	not a notice of appointment. ord of your rating. It is im- at you keep it.
,	16 Forest Road adover, Maryla		20875		PERIOD OF CONSIDERATION FROM ISSUE DATE	
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You are ELIGI	BLE for the followi	ng grade(s):	·		•	
CLERK-TYPIST	CLERK- STENOGRAPHER	CLERK-DICTATING MACHINE TRANSCRIBER	CLERK- STENOGRAPHER (TRAINEE)	YOUR NUMERICAL RATING IS	С	FOR CIVIL SERVICE OMMISSION USE ONLY
☐ GS-2 ☐ GS-3 G GS-4	☐ GS 3 ☐ SS 4 Ø GS 5	☐ GS-3	☐ GS-2	82.0		TEST SCORES GENERAL TEST (CLERICAL PLUS VERBAL)
		NCLUDED IN YOUR R	ATING: 5-PTS	10-PTS		102
You are INFI I	GIBLE for the follow	wing grade(s):				TYPING
CLERK-TYPIST	CLERK- STENOGRAPHER	CLERK-DICTATING MACHINE TRANSCRIBER	CLERK- STENOGRAPHER (TRAINEE)		11	64/6
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Your lowe	est acceptable salary	is higher than that o	rt. If the position in which you meet the minimur			VERBAL
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THE ITEMS CH	ECKED BELOW APPI	Y TO YOU:		alta tu		E OTHER SIDE FOR PLANATION OF SCORES
apply for Standard for You failed this notice You may Your quali	stenographer) of the orm 171. the stenography the and a Personal Quant enter on duty of the stenography the stenography the statement of the stenography of the statement of th	e test. You must a set only. If you re salifications Stateme until completion of is attached in case	you need retake on also present this notice compete, you need resent, S.F. 171. required education if you wish to apply f	ly the typing partice and a Personal etake only that tests shown.	Qualifi est. You	ications Statement,
April 25, 19		#99 _N 1	nited States Ci 900 E Street, N ashington, D.C.	.W.	Commi	ssion

Part I

CSC FORM 4008-C OCTOBER 1973 Superior Court of the Histrict of Columbia

Certificate of Appreciation

LILLIAN B. JOHNSON	_, having sovved with distinction as a juvor	in the Superior
Court of the District of Columbia	during the month of JANUARY	
is presented this certificate of appre	eciclion for significant community service by	_
the Court on behalf of the graleful	citizens of the District of Columbia.	
Donole L. Leene		
Housta M. dune		

Whalf In Realech
EXECUTIVE OF FICER.

1977 Inaugural Committee



February 1, 1977

Dear Ms. Johnson:

President Carter and Vice President Mondale have asked us to express their sincere appreciation to you for your most commendable efforts in support of the 1977 Inauguration.

The Inauguration of the President of the United States is a moment in history that serves as a vehicle to communicate to the world the commitment and spirit of the New Administration.

It is with this in mind that I forward this letter to you as a member of the Inaugural Security and Credential Committee. You displayed the highest degree of professionalism and dedication in many important tasks.

You were always willing and ready to work long hours, above and beyond the normal work day. You volunteered your services for almost anything asked of you.

Throughout the planning and implementation period, you were faced with an everchanging list of requirements. Your dedication to duty, understanding of the difficulties faced by the Inaugural Committee, and cooperative attitude are indicative of a true professional. Your overall manner of performance was truly outstanding.

If we had the power today, each of you would receive a tangible medal of citation for the highest award of Volunteer Action. Possessing only words, we say again, thank you for all the service given so unselfishly.

Sincerely,

Frank Wilson, Director Security & Credentials Committee

Donald Brock, Deputy Chief

In Charge of Internal Security

NW 88326

Docld:32239461 Page 47



IAN BARBARA JOHNSON

served with distinction on behalf of the Armed Forces of the United States at the Inauguration of

Jimmy Carter

on the twentieth day of January, one thousand, nine-hundred seventy-seven in Mashington, District of Columbia

Fordy Kyl Tvani Viki Kagers Bardyl R. Tirana Bicki Rogers

Co-Chairpersons

1977 Inaugural Committee

Major General USA

Chairman

THE WHITE HOUSE

WASHINGTON

February 3, 1977

To Lillian Johnson

I deeply appreciate your dedicated and untiring work on the 1977 inauguration. The inaugural program was a great success, open to all of our citizens. This would not have been possible without the unselfish help, cheerful spirit and long hours freely given by volunteers such as you.

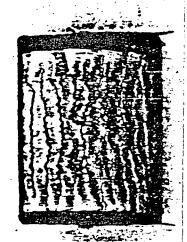
You have helped to set an example of what we Americans can accomplish by sharing our talents and energies with each other. Many thanks.

Sincerely,

Miss Lillian Johnson

7516 Forest Road

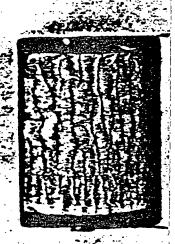
Landover, Maryland 20875





Your assistance with the 1977 Inauguration meant a great deal to me personally. More importantly, it was a great example of what we Americans can accomplish by sharing our talents and energies with each other.

Timney Carter



1977 Inaugural Committee

February 7, 1977

Dear Ms. Johnson:

President Carter and Vice President Mondale have asked us to express their sincere appreciation to you for your most commendable efforts in support of the 1977 Inauguration.

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Sincerely,

Frank Wilson, Director

Security & Credentials Committee

Donald Brock, Deputy Chief

In Charge of Internal Security



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Bicki Rogers

Co-Chairpersons

1977 Inaugural Committee

Robert G. Yerks

Major General USA

Chairman

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You have helped to set an example of what we Americans can accomplish by sharing our talents and energies with each other. Many thanks.

Sincerely,

Miss Lillian Johnson

7516 Forest Road

Landover, Maryland 20875

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date		
Lillian B. Johnson	January 12, 1978		
Employee Social Security Number	Type of Action		
577-56-7465	☐ Appointment ☐ Salary Adjustment		
Employing Office or Committee/Subcommittee	☐ Title Change		
Assassinations	Termination (At close of business on effective date) Leave without pay (Beginning with effective date above and ending close of business		
(If type of action is an Appointment, Salary Adjustment, or Tit	tle Change, complete appropriate information below.)		
Position Title	Gross Annual Salary*		
* If employee is a civil service annuitant (includes U.S. House of Representative plus the salary received from the employing office.	ves), the gross annual salary shown should include the annuity received by the employ		
(If Committee Employee, complete appropriate item below	v.)		
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Pro	rofessional.		
2. Special (Investigative staff of Standing Committe	ee) or Select Committee: Authority—H. Res. 455 of 2522 Congress		
3. Joint Committee.	,,,,,,,,,		
(If Employee of an Officer of the House, complete item be	elow.)		
Position Number	evelStep		
relatives.	lation of 5 U.S.C. 3110(b), prohibiting the employment o		
Date December 29	(Signature of Authorizing Official)		
	(Signature of Authorizing Official)		
(If appropriate signature of Subcommittee Chairman or Panking Minority Member)	LOUIS Stokes (Type or print name of Authorizing Official)		
(if appropriate, signature of Subcommittee Chairman of Ranking Minority Member)	(I upo or print come of Authorizing (Missial)		
(Type or print name and title of above official)	Chairman Chairman		
(Type or print name and title of above official) All appointments and salary adjustments for employed ployees, except those of the Committee on Appropriations, be approved by the Committee on House Administration.	(Title-If Member, District and State) ees under the House Classification Act and for Committee emthe Committee on the Budget, and the Joint Committees, must		
(Type or print name and title of above official) All appointments and salary adjustments for employe	(Title-If Member, District and State) ees under the House Classification Act and for Committee emthe Committee on the Budget, and the Joint Committees, must		
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(Revised: August 1, 1977)

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Employing Office or Committee/Subcommittee	☐ Title Change
Assassinations	Termination (At close of business on effective date) Leave without pay (Beginning with effective date above and ending close of business
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Position Title	Gross Annual Salary*
* If employee is a civil service annuitant (includes U.S. House of Representati plus the salary received from the employing office.	ives), the gross annual salary shown should include the annuity received by the employe
(If Committee Employee, complete appropriate item below	w.)
□ Standing Committee: Staff—□ Clerical or □ P	
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	- ACE OF SE
	tee) or Select Committee: Authority—H. Res. \$55_of \$55\$Congress.
2. Special (Investigative staff of Standing Committee.3. Joint Committee.	tee) or Select Committee: Authority—H. Res. <u>\$65</u> of <u>95</u> Congress.
3. Joint Committee.	
 Joint Committee. (If Employee of an Officer of the House, complete item b 	pelow.)
3. Joint Committee.	pelow.)
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 Joint Committee. (If Employee of an Officer of the House, complete item be Position Number	below.) LevelStep colorion of 5 U.S.C. 3110(b), prohibiting the employment of
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3. Joint Committee. (If Employee of an Officer of the House, complete item be Position Number	Delow.) LevelStep Colation of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) LOUIS STOKES (Type or print name of Authorizing Official)
3. Joint Committee. (If Employee of an Officer of the House, complete item be Position Number	Delow.) LevelStep Clation of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title-If Member, District and State)
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(Revised: August 1, 1977

Copy for Initiating Office or Committee

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