

BOX NO. 4

FOLDER NO. 100

RFK Assassination 2017-0108

photocopies of employment application cards to  
work at Kennedy campaign headquarters

1B32

Please print full name  
Miss Andrew Minnie Husband's Name CLARENCE Full Address and Postal Zone No. 1485 W. 42nd Pl. (43)

Phone No. 2916720 Business or Alternate No. \_\_\_\_\_ Social Sec. No. \_\_\_\_\_

Married ☒ Divorced ☐ No. of Children \_\_\_\_\_ Full Date of Birth WF 5/10-25-46 Comments 5'5", nicely dressed, short black hair, good appearance, nice, quiet girl.

Single ☐ Widow ☐ Typing 65/96% Describe Education F.L.A.C. + L.A.C.C. Psychology MAJOR. Typing (High school)

Spd. 20 A.R. \_\_\_\_\_ Imp. 1 App. 1 Att. 1 Elect. 2 Sid. 2 Please indicate hours and schedule you wish to work 8:00 AM - 4:00 PM

Dicty 20 Clerical \_\_\_\_\_

Previous Companies Dates of Employment Describe Your Duties Sal. ary Names, Models, and description of machines used in your business career

Blue Cross of S.C. 10-66-8-67 Transcriber, Typist (various) \$175.00 Dictaphone, (IBM)

N.A. D.A. N.R.P. A.L. L.M.T.C. MISC. car, all areas, but prefers

Temp. - student

Three references of MALE employees checked \_\_\_\_\_

Can you use SELECT Electric Type. ☒ Dictating Machines ☒ Billing Mach. Teletype

Adding Mach. Postalg Mach. Ditto Mach. Gestetner Mimeo

Addressograph Graphotype Calculator McBee System Multilith

Key Punch Model Switchboard - No. of Lines Bkpg. Mach. Model

Can you do A/P A/R General Book-kpg. Trial Balance Payroll

Costing Statistical Fin. Stmts. Invoicing Stenolla

Dittos Conference Stenography Legal Stenography Legal Typing

Interviewer tc Aug 21, 67 8-21-67 This is a sample of my handwriting Minnie Andrew

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature.





Please print full name

Miss **ADAMS, Nina Jane**

Husband's Name

Full Address and Postal Zone No.

2850 Leeward Ave

Phone No. **DU 33897**

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of Children ☐  
Single ☐ Widow ☐

Full Date of Birth

12-6-1916

Comments

Nice woman  
Attractive and  
neat.

Describe Education and Business Training

3 yrs. College

1 yr. business school  
sh/hand - type - b kpg.

Please indicate hours and schedule you wish to work

any hour except 1st going back to school

Typing ☒ 88 Comp **W.F. 84%**

VG G F P

Shd. ☒ 100 A.R. ☒ *line*

Imp.

Dicta ☐ Clerical ☐

App.

Practise

Att.

Elect. Std.

Previous Companies

Type of Business

Describe Your Duties

No. Years

Names, Models, and description of machines used in your business career

L. A. County Health

Vol. Health

Librarian

3

typewriter '60-'63

Payne + Rhine

attys

Secy. Trainee

1

" 57-58

System auto Parks

Parking

Secy. for

3

" 54-57

Kleane, Springmann +

St. Phillips

Off. Secy. for

2

" 50-53

Challenge vom + Butte

- Ass. Secy. for

Off. Secy. for

3

" 46-49

N. A.

D. A.

N. R. P.

A. L.

L. M. T. C.

MISC.

Three references of MALE employees checked.

Can you use	Electric Type	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Boasting Mach.	Ditto Mach.	Costetner	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith
Key Punch Model	Switchboard - No. of Lines	Bkpg. Mach. Model		
Can you do	A/P	A/R	General Book-kgg.	Trial Balance
Costing	Statistical	Fla. Stms.	Invoicing	Stencils
Ditto	Conference Stenography	Legal Stenography	Legal Typing	Lite

Interviewer

Date

This is a sample of my handwriting

This is a sample of my

2025 RELEASE UNDER E.O. 14176

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature

Nina Jane Adams

COMPANY

PHONE

NAME

TYPE

JOB PER.

D.  
S.D.  
P.

Mini Line Adams

pac f.c  
mgmt  
✓137-  
6300JUNE  
ISAACSON 2005001  
200

✓

5/30  
6/2

PEAKLOAD PERSONNEL

2025 RELEASE UNDER E.O. 14176



Please print full name Miss Dorothy Jean Adolph		Husband's Name	Full Address and Postal Zone No. 1793 W. 35 <sup>th</sup> Pl. 18	
Phone No. 731-0289		Business or Alternate No.	Social Sec. No. [REDACTED]	
Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input checked="" type="checkbox"/> Widow <input type="checkbox"/>	No. of Children 1	Full Date of Birth 6-23-47	Comments Short dark hair, blue eyes, brown hair, black hair, blonde hair	Describe Education and Business Training Completed 12 grade - Business Ed. major average student Damon's Christian school Please indicate hours and schedule you wish to work Present months (UR)
Typing 3/80 Comp. 1/66 VG G F P	Shd. A.R. 1/66	Dicta Clerical 1/66		
Practice 1 2 3 45/6 ER		Elect. Std. 3		

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career
Hall of Records	6-66-12-66	Indexing refilling	\$27	Jerry machine Thermo note Copies of Certificates

N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.	MISC.
Group - [unclear]					buy DT, Wilshire

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Ditto Mach.	Gestetner	Mimeo
Addograph	Graphotype	Calculator	McBee System	Multilith

Key Punch Model	Switchboard - No. of Lines	Bkpg. Mach. Model
Can you do A/P A/R	General Bkpg.	Trial Balance Payroll
Costing	Statistical	Pib. Stmts. Invoicing Stencils
Dittos	Conference Stenography	Legal Stenography Legal Typing

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Interviewer [Signature] Date [unclear] This is a sample of my handwritin

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.



## The peakload company

Please print full name

Miss JOYCE ELAINE AKERS

Husband's Name

Full Address and Postal Zone No.

2130 1/2 EIGHTH AVENUE  
LOS ANGELES, CALIF. 90018

Phone No. 731-2814

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of Children  
Single ☒ Widow ☐

Full Date of Birth

11-29-44

Comments

Reading well  
Diction. came down  
Fm L.A. Trade Tech.  
Stry. Should be gain  
work - no experience  
in bus as yet  
next 5:00-11:15/68  
Summer

Describe Education and Business Training

1st YEAR BUSINESS STUDENT L.A.T.T.C.

CLERICAL PROCEDURES - MAJOR. I AM

SECRETARY &amp; TREASURER OF TWO COMMITTEES

Please indicate hours and schedule you wish to work

OR PM NOW

M-F DAY AFTER 14 JUN 68

Typing 45 MAN Comp W F G 7

Shld. A.R. NH 100

Dicta Clerical AC 90

Practise 2 3 AT 5:00

1 2 3

Imp.

App.

Att.

Elect.

Std.

VG G F P

Previous Companies

Dates of Employment

Describe Your Duties

Sal-ary

Names, Models, and description of machines used in your business career

INST. of Dev'ive META Research

1962 - 7. Pils

OT Trn

Vol.

TEN-KEY ADD. OFFICE MACHINE

Biding sitting  
it cent

TYPEWRITER

NOTE: HAS HAD Filing class

in School!

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC.

DOESN'T DRIVE

NO LIC. WILSHIRE AREA  
BUS.

Three references of MALE employees checked.

Can you use	Electric Type. <input checked="" type="checkbox"/>	Dictating Machines	Billing Mach.	Teletype
Adding Mach. <input checked="" type="checkbox"/>	Posting Mach.	Dicto Mach.	Gestetner	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith
Key Punch Model	Switchboard - No. of Lines		Bkpg. Mach. Model	
Can you do	A/P	A/R	General Book-kpg.	Trial Balance
Coating	Statistical	Fin. Stmts.	Invoicing	Stencils
Dittos	Conference Stenography	Legal Stenography		Legal Typing
Interviewer	Date	This is a sample of my handwriting		
SOLO	MAY 16-68	JOYCE AKERS		

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature JOYCE AKERS

2025 RELEASE UNDER E.O. 14176



[illegible]

Please print full name  
Mr. William Norman Alcorn Wife's Name Velma E. FCB  
Phone No. 636 5497 Business or Alternate No. 381 3381 Full Address and Postal Zone No. 19033 Harbor Blvd., Compt. 90220  
Social Sec. No. [REDACTED]

Married ☒ Divorced ☐ No. of Children 1  
Single ☐ Widow ☐  
Full Date of Birth 3/20/30 Comments 5'10" stocky  
Typing Comp WF 62 square features  
Shld. A.R. FCB 1F well groomed  
Dicta Clerical 10 years practical experience  
Practice 1 2 3 4 5 Elect. Std. 2 business like  
Describe Education and Business Training  
College accounting major  
as tax auditor  
Please indicate hours and schedule you wish to work  
EVEN Sater  
After 5:00 PM week days - Sunday

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career
<u>Franchise Tax Board</u>	<u>March 1958 to present</u>	<u>Make field audit</u>		<u>10 Key adding mach.</u>
		<u>examination of books</u>		<u>Calculator</u>
		<u>+ records</u>		
N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.
<u>Comp - Dupline</u>				
				MISC. <u>car - all areas</u>

Three references of MALE employees checked.

DRW H 217913

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Address Mach. <u>yes</u>	Posting Mach.	Ditto Mach.	Costetner	Mimeo
Addressograph	Graphotype	Calculator <u>yes</u>	McBee System	Multilith
Key Punch Model	Switchboard - No. of Lines	Bkpg. Mach. Model		
Can you do	A/P	A/R	General Book-kg.	Trial Balance
Costing	Statistical	Fin. Stmts.	Invoicing	Payroll
Ditto	Conference Stenography	Legal Stenography	Legal Typing	
Interviewer <u>SO</u>	Date <u>MAY 15 1966</u>	This is a sample of my handwriting		

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature  
William N. Alcorn



## The peakload company

Please print full name

Miss **GLORIA Jean ALSTON**

Husband's Name

**MAURICE**

Full Address and Postal Zone No.

**2812 1/2 Buxtonham Rd. (16)**Phone No. **RE 20090**

Business or Alternate No.

**AZ 41584**

Social Sec. No.

Married ☐ Divorced ☐ No. of Children **1**Single ☐ Widow ☐

Full Date of Birth

**4-22-45**

Comments

**5'6" tall, blond, neat, very pleasant & cooperative**

Describe Education and Business Training

**I have taken Business English 1-2 sem. Filing - 1-5 sem. in college. 2 years college - sociology maj.**Typing **Comp (WF) 69**Shtd. **A.R. NM 100**Dicta **Clerical AC 50**Practise **1 2 3 AT 542E**

Imp.

App.

Att.

Elect. Std.

VG ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Imp.

App.

Att.

Elect. Std.

Previous Companies

Dates of Employment

Describe Your Duties

Sal-

ary Names, Models, and description of machines used in your business career

**AETNA Life & Casualty 1-4-66-2-6-67****Value-tone. Closeness 8-4-65-11-65****May Company 11-24-63-1-4-64****Ohrbach's 9-64-12-64****Filing, Searching, phone****Phone, counter sales****Sales, stock, inventory****Stock, sales, orders etc.****retail merchandise****306****201****50****50****Cash register****Cash register**

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Dicto Mach.	Costometer	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith
Key Punch Model	Switchboard - No. of Lines		Bkpg. Mach. Model	
Can you do	A/P	A/R	General Book-kgg.	Trial Balance
Coating	Statistical		Fin. Stmts.	Involving
Dictos	Conference Stenography		Legal Stenography	Legal Typing

Interviewed **30**

Date

**May 15, 68**

This is a sample of my handwriting

**This is a sample of my handwriting**

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature

**Gloria Jean Alston**





Please print full name

Mr. **AMBROSE JESS**

Wife's Name

Full Address and Postal Zone No. **5545 W. Jefferson 90016**

Phone No. **9353483**

Business or Alternate No.

Social Sec. No. [REDACTED]

Married ☐ Divorced ☐ No. of Children  
Single ☒ Widow ☐

Full Date of Birth

Comments **STOCK only**

Describe Education and Business Training

Typing Comp **WF 46**

Imp.

VG G F P

**5'9", shd, mustache, neat**

**HAM 2700W HIGH 3000 L**

Shd. A.R.

Dicta Clerical

App.

**Los Angeles City College 1 yr**

Practise 1 2 3 4 5

Att.

Elect. Std. **2**

**Los Angeles Trade Tech. College**

Please indicate hours and schedule you wish to work

**DAY between 12 and 3**  
**Night " 5 and 12**

Previous Companies

Dates of Employment

Describe Your Duties

Sal.

Names, Models, and description of machines used in your business career

**TRIAD TRAN - FORMERS 9-3-67-11-22 Tst. Transmitter**

1650

**vacuum tube watt meter**

**wattmeter**

**frequency Synt.**

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC.

**Long - summer job**

Three references of MALE employees checked.

**DC 41 R873208**

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Ditto Mach.	Gestetner	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith

Key Punch Model

Switchboard - No. of Lines

Bkkgp. Mach. Model

Can you do A/P A/R

General Book-kgp.

Trial Balance

Payroll

Costing

Statistical

Fin. Stmts.

Invoicing

**Stenolls**

Ditto Conference Stenography

Legal Stenography

Legal Typing

Interviewer **50**

Date **APR 12, 66**

This is a sample of my hand 2025 RELEASE UNDER E.O. 14176

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature





Miss **TERI G. APICELLI** Husband's Name **VINCE E. APICELLI** Full Address and Postal Zone No. **3704 N. KENNEDY, Hollywood 20020**

Phone No. **465 2651** Business or Alternate No. **NONE** Special Sec. No. **4661351**

Married ☐ Divorced ☐ No. of Children **0** Full Date of Birth **11-11-48** Comments **5'5", stocky, vivacious, neat, short hair, pleasant & agreeable** Describe Education and Business Training **HIGH SCHOOL GRADUATE**

Typing **HI 77% Comp 105 S 4** Imp. **VG** G **F** P **1** Shtd. **STAY** A.R. **NM 100** App. **1** Dicta **5/E** Clerical **AC 100** Att. **1** Elect. Std. **2** Please indicate hours and schedule you wish to work **EVENING WORK BUT AM AVAILABLE FOR DVS, A.M. ETC.**

Practise 1 2 3 **AT 5/05**

Previous Companies	Dates of Employment	Describe Your Duties	Sal-ary	Names, Models, and description of machines used in your business career
Kelly Girls-NYC, S.F., L.A.	6-66-9-67	STENO, TYPIST	\$ 1.50	IBM Selectric, EXECUTIVE,
Moore Girls-18 S. Michigan, Chicago	during 1967	TYPIST	\$ 2.00	VARI TYPE, ADDRESSOGRAPH,
Felix Ziffer, Atty. 6415 Lexington, NYC	6-67-	RECP-T-SECY	\$ 3	90- XEROX, 3M, D.T.D., -SEE
Western Girls	1-67	TYPIST	\$ 2.	BELOW
DAVIDSON'S BAKERIES- CHICAGO	2-66-66	RETAIL CLERK	\$ 1.35	
N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.
<i>Temp - prefer it -</i>				MISC <i>bus - all areas</i>

Three references of MALE employees checked. **NO 084**

Can you use Electric Type <input checked="" type="checkbox"/>	Dictating Machines	Billing Mach.	Teletype <input checked="" type="checkbox"/>
Adding Mach.	Posting Mach.	Ditto Mach. <input checked="" type="checkbox"/>	Gestetner <input checked="" type="checkbox"/>
Addressograph <input checked="" type="checkbox"/>	Graphotype	Calculator	McBee System
Key Punch Model	Switchboard <b>NO. 6 Lines</b>	Bkkg. Mach. Model	
Can you do A/P <input checked="" type="checkbox"/>	A/R <input checked="" type="checkbox"/>	General Book-kg.	Trial Balance
Costing	Statistical <input checked="" type="checkbox"/>	Fin. Stmts.	Invoicing <input checked="" type="checkbox"/>
Dittos <input checked="" type="checkbox"/>	Conference Stenography	Legal Stenography <input checked="" type="checkbox"/>	Legal Typing <input checked="" type="checkbox"/>

Interviewer **50** Date **5-9-68** This is a sample of my handwriting *This is a sample of my*

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature *Teri G. Apicelli*

### The peakload company





Please print full name

Mr. **STUART EDWARD ARNETT JR**

Husband's Name

Full Address and Postal Zone No.

**758 North Hudson Ave, N.J.**

Phone No. **383 1993**

Business or Alternate No. **936-7137 (Home)**

Social Sec. No.

Married ☒ Divorced ☐ Single ☐ Widow ☐

No. of Children

Full Date of Birth

Comments

Describe Education and Business Training

Typing **3/85** Comp **WF 71**

VG G F P

**Nice looking young man, dark hair, neat dress, suit clean**

**Two Years College**

Shld. **AC**

Imp.

**Good present**

Please indicate hours and schedule you wish to work

Dicta **NA**

App.

**Even 6-10 - ~~Attn: Miss Mary~~ only**

Practise 1 2 3 4 5

Att.

Elect. Std.

Previous Companies

Dates of Employment

Describe Your Duties

Sal. ary

Names, Models, and description of machines used in your business career

**Peckard Bell**

**11-66 to now**

**T. V. repairman**

**120**

**Associated Press**

**10-65 to 11-66**

**Writer**

**112**

**Radio WJZ**

**1-60 to 10-65**

**Writer-announcer**

**95**

**U.S. Army**

**7-62 to 7-65**

**Teletype Op**

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC.

Three references of MALE employees checked.

Can you use ☒ Dictating Machines ☒ Billing Mach. ☒ Teletype ☒  
Adding Mach. ☒ Posting Mach. ☒ Ditto Mach. ☒ Gestetner ☒ Mimeo ☒  
Adding Photograph ☒ Graphotype ☒ Calculator ☒ MoBee System ☒ Multilith ☒

Key Punch Model **024-26** Switchboard - No. of Lines **1** Bkpg. Mach. Model **1**  
Can you do A/P ☒ A/R ☒ General Book-keeping ☒ Trial Balance ☒ Payroll ☒  
Costing ☒ Statistical ☒ Fin. Stmts. ☒ Invoicing ☒ Stenilla ☒  
Dittos ☒ Legal Stenography ☒ Legal Typing ☒

Interviewer **✓**

Date **1/16/67**

This is a sample of my handwriting

2025 RELEASE UNDER E.O. 14176

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **Stuart E. Arnett Jr**

## The peakload company



Please print full name

Mr. Reynald Balmaceda

Wife's  
Name

N.A.

Full Address and  
Postal Zone No.

32-21 Isabel Dr. 90065

Phone No. 223-3930

Business or  
Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of  
Single ☒ Widow ☐ Children

Full Date  
of Birth

1-6-47

Comments

5'8" slim  
neat, dark  
hair, nice  
quiet

Describe Education and Business Training

Cal. State L.A. - Engineer  
U.C. Berkeley

Typing Comp WF 44

Shid. A.R. A 1100

Dicta Clerical A 100

Practise 2 3 ATS 5/12

Imp.

App.

Att.

VG D F P

Elect.

Std. 2

Please indicate hours and schedule you wish to work

Part-time 5:30 - 9:30 PM

Previous Companies	Dates of Employment	Describe Your Duties	Sal- ary	Names, Models, and description of machines used in your business career
Prescolite Mfg.	June-Oct. '67	Draftsman	475 <sup>00</sup>	Lathe, Tools etc.
KEHR Bearing	March-June '67	"	450 <sup>00</sup>	Draft. Mach.
Digital Sensors	Aug. '66 - Jan. '67	Engineering Aid	450 <sup>00</sup>	Everything
May Co. L.A.	Aug. '66	NCR Splicer	1.00	NCR Splicer
Weiser Lock Co.	Summer '65	Assembler	1.50	
N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.
<u>Temp - school</u>				<u>MISC. car-allanias</u>

Three references of MALE employees checked.

DAW R 309036

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Dicto Mach. <input checked="" type="checkbox"/>	Gestetner	Mimeo <input checked="" type="checkbox"/>
Addressograph	Graphotype	Calculator <input checked="" type="checkbox"/>	MoBee System	Multifith
Key Punch Model	Switchboard - No. of Lines	Bkkpg. Mach. Model		
Can you do	A/P.	A/R	General Book-kpg.	Trial Balance
Costing	Statistical	Fin. Stmts.	Invoicing	Stencils
Dictos	Conference Stenography	Legal Stenography	Legal Typing	

Interviewer

Date

8/15/68

This is a sample of my handwriting

Signature

Reynald Balmaceda

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position. Part-time



Please print full name

Mrs. Joyce Lynn Bealmer

Husband's Name

Full Address and Postal Zone No.

apt 5  
850 Green Glendale 5, Cal

Phone No.

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of Children  
 Single ☒ Widow ☐

Full Date of Birth

Nov. 20, 1943

Comments

wd w g  
 pleasant  
 cute  
 F.O. H.C.S.  
 Young Looking

Describe Education and Business Training

B.A. Degree Immaculate Heart College

Typing

Comp

Shd.

A.R.

Dicta

Clerical

Practise

Clerical

Please indicate hours and schedule you wish to work

1355 Nilda Ave  
apt 5  
after 1:00 pm  
Monday 5

Previous Companies

Dates of Employment

Describe Your Duties

Sal-ary

Names, Models, and description of machines used in your business career

St. Mark's

10-62

St. Mark's

L.A. City Schools

5-5-65

St. Mark's

Our Lady of Lourdes School

6-6-65

St. Mark's

N.A.

D.A.

9/11/66

N.R.P.

A.L.

9/5/67

I.M.T.C.

MISC.

car  
will not / say

Three references of MALE employees checked

Can you use

Dictating Machines

Billing Mach.

Teletype

Adding Mach.

Posting Mach.

Ditto Mach.

Gestetner

Mimeo

Addressograph

Graphotype

Calculator

McBee System

Multilith

Key Punch Model

Switchboard - No. of Lines

Bkpg. Mach. Model

Can you do

A/P

A/R

General Book-eps.

Trial Balance

Payroll

Costing

Statistical

Fin. Stmt.

Invoicing

Stencils

Ditto

Conference Stenography

Legal Stenography

Legal Typing

Interviewer

This is a sample of my handwriting

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Signature

Joyce Bealmer

2025 RELEASE UNDER E.O. 14176





Please print full name

Mr. **ROBERT H BERTHELSON**

Wife's Name

Full Address and Postal Zone No.

*M. Hollywood*  
**5751 WILKINSON AVE 91607**

Phone No. **769-0568**

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☒ No. of Children ☐ Single ☐ Widow ☐

Full Date of Birth

**1-31-36**

Comments

*5'10" med. wt, neatly dressed, dark hair, very average.*

Describe Education and Business Training

**EWCE, CHENEY, WASH. BUS. AD. MAJOR**

Typing Comp **WFG4**

Shtd. A.R.

Dicta Clerical **14/11**

Practise **10 key add**

Elect. Std. **2**

Please indicate hours and schedule you wish to work

*over weekends aft*

Previous Companies

Dates of Employment

Describe Your Duties

Sal. arv

Names, Models, and description of machines used in your business career

**GENERAL DESIGN INC.**

**1-13-67-4-22-68**

**PRODUCTION CONTROL EXPERT**

**155**

**10 KEY ADDING MACH**

**COLBY MARINES CONST**

**4-61-12-66**

**GEN. OFFICE**

**135**

**MONROE CAL.**

**ANACONDA MINING CO**

**2-60-4-61**

**MINING**

**IBM KEYPUNCH**

**EWCE**

**1-58-1-60**

**STUDENT**

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC.

*Temp - until permanent job*

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach. <b>YES</b>	Posting Mach.	Dicto Mach.	Costotner	Mimeo <b>YES</b>
Addressograph	Graphotype	Calculator <b>YES</b>	McBee System	Multilith
Key Punch Model	Switchboard - No. of Lines	Bkpg. Mach. Model		
Can you do	A/P	A/R	General Book-kg. <b>YES</b>	Trial Balance
Costing <b>YES</b>	Statistical <b>YES</b>	Fin. Stmta.	Invotcing.	Payroll
Dictos	Conference Stenography	Legal Stenography	Legal Typing	

Interviewer **TM3**

Date **4/24/68**

This is a sample of my handwriting

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **Robert H. Bertelson**

*all accept except oil*

RELEASE UNDER E.O. 12958





Please print full name

Mr. **John Buchanan**

Wife's Name

Full Address and Postal Zone No. **4158 Clinton 90004**

Phone No. **665-1779**

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of Children  
Single ☒ Widow ☐

Full Date of Birth  
**8-18-40**

Comments **5'11" med. wt. short hair, mustache - neatly dressed (casual), well spoken, seemed pretty nice**

Describe Education and Business Training

Typing Comp **WF 45**  
Shtd. **AF** **10** A.R. **NH 100**  
Dicta **NF** **100** Clerical **AS 700**  
Practice 1 2 3 **AT 5/4**

VG G F P  
Elect. Std. **2**

Please indicate hours and schedule you wish to work

**Afternoon or Nights - attending school**

Days

Previous Companies	Dates of Employment	Describe Your Duties	Sal. any hrs.	Name, Model, and description of machines used in your business career
<b>L.A. City College</b>	<b>9-67 to 12-67</b>	<b>tutoring</b>	<b>2.10</b>	<b>Mimes, Typewriter</b>
<b>Security Ind.</b>	<b>8-67 " 9-67</b>	<b>Accounting Clerk</b>	<b>2.50</b>	<b>Adding, Calculator</b>
<b>Data Processing Center</b>	<b>6-64 9-65</b>	<b>Rec &amp; Dis Clerk</b>	<b>.75</b>	<b>Colater</b>
<b>University So. Ill.</b>				

N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.	MISC.
<b>Comp - needs a job</b>					<b>bus - willch</b>

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Ditto Mach.	Calculator	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multifile
Key Punch Model	Switchboard - No. of Lines		Bkkg. Mach. Model	
Can you do	A/P	A/R	General Book-kg.	Trial Balance
Coating	Statistical	Fin. Stmt.	Invoicing	Payroll
Ditto	Conference Stenography	Legal Stenography	Legal Typing	

Interviewer **SO** Date **DEC 18, 67** This is a sample of my handwriting

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **John Buchanan**

JOHN BUCHANAN

COMPANY	PHONE	NAME	TYPE	JOB PER.	D. S.	D. F.
17430						
UCB	0111	PATNY COLTON	209 160	8:15	12/19	12/22
	12/26	NS NC-				
Cust. don't		Tell him to return				
19516	381-801	are Flores	550 165	530	12/19	IND
UCB 19552	no. 3-9171	Bill Ehle	300/200	1045	1/1	1/1
					1/1	1/1
		Don't send back to Ehle				
		at UCB. Left early				
* Kennedy for Ples		miss Isaacson	200 200	5:40	5/31	5/31
		worked for (hr)				

The peakload company

[illegible]





Please print full name **BETTY ELIZABETH HOELINE CIOTTI** Husband's Name **ENNIO** Full Address and Postal Zone No. **4457 W. 120th ST Apt E HAWTHORNE CA 90250**

Miss **MS** Phone No. **644-3024** Business or Alternate No. **675-4611 x 2423** Social Sec. No. **[REDACTED]**

Married ☒ Divorced ☐ No. of Children **0** Single ☐ Widow ☐ Full Date of Birth **10 MARCH 1941** Comments **Very tall - charming & long slim legs. Could be model. Pretty short black hair - sexy girl seen anywhere.**

Typing **75** Comp **WF-81** Shtd. **95-115** A.R. **11M-100** Dicta **AC 100 AT 5/16** Practise **2 3 4 5** Imp. **VG G F P** App. **1 2 3 4 5** Elect. Shtd. **2** Describe Education and Business Training **"High School (12); BUSINESS ADMIN (2) Admin Specialist TRAINING (2). 'A+B' COMPLETED in Hilo, Hawaii; 'C' COMPLETED w/USAF. Please indicate hours and schedule you wish to work EVE. ANY NIGHT/EVENING, 5:30 TO 10:00 P.M.**

Previous Companies	Dates of Employment	Describe your Duties	Sal. any	Names, Models, and description of machines used in your business career
<b>U. S. A. F Civil Serv Employee</b>	<b>15 Aug '60 TO PRESENT</b>	<b>TAKE &amp; TRANSCRIBE DICTATN MENUTEX TOTAL ADMIN (WAS ASSIGNED FUNCTIONS WITHIN BRANCH IN FRENCH MOROCCO SPAIN, FRANCE PERIOD JAN '63 - FEB '69)</b>	<b>\$6.80 P/H</b>	<b>IBM Elec TYPE (both STD &amp; EXEC) XEROX &amp; THOMPSON REPR, 10-KEY PUNCH CALCULATOR.</b>

N.A. **Putting husband thru school** D.A. **husband thru school** N.R.P. **husband thru school** A.L. **husband thru school** L.M.T.C. **husband thru school** MISC. **Car**

Three references of MALE employees checked. **LOAN M 398729**

Can you use <input checked="" type="checkbox"/> Electric Type <input checked="" type="checkbox"/> Dictating Machines <b>COMPTONETER</b>	Billing Mach. <input type="checkbox"/>	Teletype <input type="checkbox"/>
Adding Mach. <input checked="" type="checkbox"/> Posting Mach. <input type="checkbox"/> Ditto Mach. <input type="checkbox"/>	Costatner <input type="checkbox"/>	Mimeo <input type="checkbox"/>
Addressograph <input checked="" type="checkbox"/> Graphotype <input type="checkbox"/> Calculator <b>10-KEY PUNCH</b>	MoBee System <input checked="" type="checkbox"/>	Multilith <input type="checkbox"/>

Key Punch Model **[REDACTED]** Switchboard - No. of Lines **[REDACTED]** Bkpg. Mach. Model **[REDACTED]**

Can you do <b>A/R No</b>	A/R No <b>No</b>	General Book-kgp. <b>NO/YES</b>	Trial Balance <b>No</b>	Payroll <b>No</b>
Costing <b>No</b>	Statistical <b>No</b>	Fin. Stmts. <b>No</b>	Invoicing <b>SOME</b>	Stenalia <b>No</b>
Dittos <b>No</b>	Conference Stenography <b>YES</b>	Legal Stenography <b>No BUT INTERESTED</b>	Legal Typing <b>SOME FOR STUDENT ATTENDING</b>	

Interviewer **[REDACTED]** Date **5-14-68** This is a sample of my handwriting **LOAN M 398729**

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **Elizabeth A. Ciotti**

[illegible]



Please print full name **Mr. Bruce F. Davis** Wife's Name **Wife's Name** Full Address and Postal Zone No. **614 W. Main Street # 9 HOLLYWOOD**

Phone No. **451-2400** Business or Alternate No. **[REDACTED]** Social Sec. No. **[REDACTED]**

Married ☐ Divorced ☐ No. of Children **Wife 1/2** Full Date of Birth **6-4-36** Comment **Tall, well built. Well dressed. Quiet type. doesn't talk much. Average**

Single ☐ Widow ☐ Typing **Comp** **HM 100%** Imp. **VG** **G** **F** **P** Describe Education and Business Training **2 YRS COLLEGE**

Shd. **A.R.** **AC 100** App. **[REDACTED]** **5 WKS CLERICAL PROCEDURE**

Dicta. **Clerical** **ATS/VER** Elect. Std. **2** **COURSE U.S.M.C. - 1955**

Practice **2** **3** **4** **5** Please indicate hours and schedule you wish to work **AT PRESENT DAYS**

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career
BRUNCE CHRYSLER - Plym. Inglewood	4/67 - 1/68	Auto Sales		1 typewriter
TOWNE CHRYSLER - Plym. L.A.	3/67 - 4/67	Auto Sales		
PRINCE DODGE - San Diego Cal.	4/66 - 10/66	Auto Sales		
TOWNSEND LINC - Mopac. San Diego Cal.	4/65 - 4/66	Auto Sales		
TOWN & COUNTRY CHRYSLER - Plym. Phoenix, Ariz.	7/64 - 10/64	Auto Sales		
N.A.	D.A.	N.R.P.	A.L.	L.M.Y.C.
				MISC.
Temp - Wants to return to school.				

Three references of MALE employees checked **next semester**

Can you use Electric Type. Dictating Machines Billing Mach. Teletype

Adding Mach. (LT) Posting Mach. Ditto Mach. Gestetner Mimeo

Addressograph Graphotype Calculator McBee System Multilith

Key Punch Model Switchboard - No. of Lines Bkpg. Mach. Model

Can you do A/P A/R General Book-kg. Trial Balance Payroll

Costing Statistical Flo. Stms. Invoicing Stenolla

Dittos Conference Stenography Legal Stenography Legal Typing

Interviewer **SR** Date **4/19/69** This is a sample of my handwriting

Car - all areas  
MIN 8/75.

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **Bruce F. Davis**





Please print full name

Miss Mrs. Ella Valentin Atto Delacour

Husband's Name

Full Address and Postal Zone No.

137 11 Dilla St., L.A., Calif. 90026

Phone No. 337-5425

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐  
Single ☐ Widow ☐

No. of Children

Full Date of Birth

Comments

Describe Education and Business Training

Typing 83% Comp

Shorthand 80% A.R.

Dicta 11-110 Clerical

Practice

1 2 3 4 5

December 1, 1916

VG G F P

Imp.

App.

Att.

Elect. Std. 2

well dressed  
5'3" nice  
attitude wouldHigh School graduate; business school training  
to 1 1/2 years majoring in legal

Caretaking

Please indicate hours and schedule you wish to work

Monday to Saturday 8:00 a.m. - 4:30 p.m.

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career
Hawaii State Legislature	Feb '40 - April '41	Filing, shorthand, typing, answering phone (both)	25.00	44 Electrostatic Copier
The Ralph H. Parsons Company	Aug '46 - Feb '47	Filing, shorthand, typing, stenography (sten)	48.00	Dictaphone
Hawaii State Legislature	Feb '46 - March '46	Filing, shorthand, typing, answering	110.50	Ditto Machine
Dole Corporation	June '46 - Aug '46	Laborer	1.25	
ISMP. BECAUSE MAY LEAVE STARS 8/16/47				
N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.
				MISC. BUS - DT. OR LITHO

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Ditto Mach.	Costalner	Mimeo
Addressograph	Graphotype	Calculator	McRae System	Multilith
Key Punch Model	Switchboard - No. of Lines		Bkpg. Mach. Model	
Can you do	A/P	A/R	General Book-kg.	Trial Balance
Costing	Statistical	Fin. Stmt.	Invoking	Stencils
Dittos	Conference Stenography	Legal Stenography	2025 RELEASE UNDER E.O. 14176	
Interviewer	Date 4/2/47 This is a sample of my handwriting			

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature





Please print full name

Miss *Constance C. Douglas*Phone No. *ph 99005*Business or  
Alternate No.Husband's  
Name *Joseph Douglas*Full Address and  
Postal Zone No. *1216 W. 76 Street. L.A.*Social Sec. No. *[REDACTED]*Married ☒  
Single ☐Divorced ☐  
Widow ☐No. of  
ChildrenFull Date  
of Birth

Comments

Describe Edu

Typing

Comp AM 95

Shrd.

A.R. AU 90

Dicta

Clerical AT 5/50

Practise

1 2 3 4 5

Elect.

Std.

2

*FALL, AVERAGE LOOKS  
AVERAGE DRESS,  
WEARS BROWN  
WIG-LOOKING HAIR  
(WIG IS) ANXIOUS TO  
WORK**High school grad, 1 yr. College  
like rapid work it pile in  
College. Some filing-like type  
Please indicate hours and schedule you wish to work  
8:30-5:30, available THS*

Previous Companies

Dates of Employment

Describe Your Duties

Sal-  
aryNames, Models, and description of machines  
used in your business career*Southern University  
keeper for  
university faculty**1953-54  
1955-1960**like typing & filing  
Care of Home, Child**likes WCB*

N.A.

D.A.

N.R.P.

A.L.

L.M.T.C.

MISC.

*TEMP. EXPER. FOR EVENTUAL PERMANENT JOB**car**WIL., B.H.*

Three references of MALE employees checked.

Can you use

Electric Type.

Dictating Machines

Billing Mach.

Teletype

Adding Mach.

Posting Mach.

Ditto Mach.

Costsner

Mimeo

Addressograph

Graphotype

Calculator

McBee System

Multilith

Key Punch Model

Switchboard - No. of Lines

Bkpg. Mach. Model

Can you do

A/P

A/R

General  
Book-kgg.

Trial Balance

Payroll

Costing

Statistical

Fin. Stmts.

Invoicing

Stenolla

Ditto

Conference  
Stenography

Legal Stenography

Legal Typing

Interviewer

Date *Sept 27/67*

This is a sample of my handwriting

I hereby certify that I am  
aware that Peakload Personnel  
will not find me a permanent  
position and knowing this will  
not accept assignments with  
the intention of approaching  
the client for a permanent  
position.

Signature

*Constance C. Douglas*

2025 RELEASE UNDER E.O. 14176



22244		CONSTANCE	ROUGLAS		
COMPANY	PHONE	NAME	TYPE	JOB PER.	D. D.
<i>signorri tennas</i>	<i>8171</i>	<i>Edams</i>	<i>20715</i>	<i>94</i>	<i>5/3</i>
<i>cust not up sat. - 10 min</i>				<i>late got lat</i>	<i>5/16</i>
<i>PACIFIC-22310</i>	<i>937-</i>	<i>McEwen</i>	<i>300-20</i>	<i>11:00</i>	<i>3/5</i>
<i>MANAGEMENT</i>	<i>6300</i>	<i>#126</i>		<i>fin</i>	<i>16/20</i>
<i>22467</i>	<i>WE 7-</i>	<i>Maig.</i>	<i>300-200</i>	<i>1200.</i>	<i>5/14</i>
<i>Nat'l Ser'l</i>	<i>4100</i>	<i>Therita</i>		<i>phil</i>	<i>6/4</i>
				<i>annet</i>	<i>6/8</i>

Please print full name  
Miss **Rozelyn Edmundson**

Married ☐ Divorced ☐ No. of Children  
Single ☒ Widow ☐

Phone No. **291-6047** Business or Alternate No. \_\_\_\_\_

Full Address and Postal Zone No. **L.A. 4263 Deegan Apt 2**

Full Date of Birth **2/28/47** Comments **met. Ht., slender, clear, looks like a girl**

Typing **30/85** **WF52** VG G F P  
Shd. **50+** **LB** Imp. ☒ App. ☐ All. ☐  
Dicta **Glenn** Elect. Std. **2** **cooperative, average kind of college girl**

Describe Education and Business Training  
**3 yrs. College**

Please indicate hours and schedule you wish to work  
**8 a.m. - 5 p.m. day** **DHX**

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career
<b>Micro Semi Conductor Culver City</b>	<b>June-Aug. 1967</b>	<b>Laboratory Technician</b>	<b>15 Wkly.</b>	
		<b>Licency Expt. - Filing Approval</b>		

N.A. **Life Type** D.A. **Remo - much work** N.R.P. A.L. L.M.T.C. MISC. **Bus. rec'd. l.**

Three references of MALE employees checked

Can you use	Electric Type	Dictating Machines	Billing Mach.	Teletype
<input checked="" type="checkbox"/>	<b>410</b>			
Adding Mach.	Posting Mach.	Dicto Mach.	Costetder	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith

Key Punch Model \_\_\_\_\_ Switchboard - No. of Lines \_\_\_\_\_ Bkpg. Mach. Model \_\_\_\_\_

Can you do	A/P	A/R	General Book-keep.	Trial Balance	Payroll
Costing			Fin. Stmts.	Invoicing	Stencils
Dictos	Conference Stenography		Legal Stenography	Legal Typing	

Interviewer **WLB** Date **May 31, 68** This is a sample of my handwriting

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature **Rozelyn Edmundson**



Please print full name

EPSTEIN, JUAN DIANE

Husband's Name

Full Address and Postal Zone No.

119-F So. Avon, Avon, Mass.

Phone No. 845-2901

Business or Alternate No.

Social Sec. No.

Married ☐ Divorced ☐ No. of Children  
Single ☒ Widow ☐

Full Date of Birth

1-26-29

Comments

Kind of husband and working. Glad to have. Not for but heavy. Eager to work. Shows her for verification.

Describe Education and Business Training

Through 1 year College - 18 years as Assistant Bookkeeper

Typing Comp. WF 67.

Shld. A.R. BKKD

Dict. 100% DE. Clerical DE.

Practise 1 2 3 4 5

Imp.

App.

Att.

VG G F P

1

1

1

Elect. Sid. 2

Please indicate hours and schedule you wish to work

8 hr. day

Previous Companies	Dates of Employment	Describe Your Duties	St. ary	Names, Models, and description of machines used in your business career
Competition Bureau Co	1/16/62 - 7/1/62	Asst. Bkpr. Accts. Rec	375	10-Key adding machine
Reulsh Home for Aged	10/1/63 - 1/5/68	Asst. Payroll Bkpr.	450	+ also various Cal-ulators.
Martins of California	9/1/59 - 6/14/63	Asst. Bkpr.		
temp - United Civil Service of				
N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.
				MISC.
				bus - all areas.

Three references of MALE employees checked.

Can you use	Electric Type. <input checked="" type="checkbox"/>	Dictating Machines	Billing Mach.	Teletype
Adding Mach. <input checked="" type="checkbox"/>	Posting Mach.	Ditto Mach.	Geatetner	Mimeo
Addressograph	Graphotype	Calculator <input checked="" type="checkbox"/>	MoBee System	Multiflith
Key Punch Model	Switchboard - No. of Lines	Bkkpg. Mach. Model		
Can you do	M/P <input checked="" type="checkbox"/> A/R <input checked="" type="checkbox"/>	General Book-kpg. Asst.	Trial Balance	Payroll <input checked="" type="checkbox"/>
Costing	Statistical	Fin. Stmts.	Invoicing <input checked="" type="checkbox"/>	Stenolla
Ditto	Conference Stenography	Legal Stenography	Legal Typing	
Interviewer	Date 1/12/68	This is a sample of my handwriting		

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature: Juan D. Epstein

2025 RELEASE UNDER E.O. 14176



COMPANY	PHONE	NAME	TYPE	JOB PER.	D. S.	D. F.
Kennedy FOR PRES. PACIFIC MNGT.	937- 6300	JUNE Isackson	clerk 3001 201	9:30	5 30	6 12
walked off job - seems to have a personal problem (went to get drink of water about 6 times per day.)						
S						
O						

Please print full name  
Miss JUDY MING SHAW FENG

Yee: 385-5994 Husband's Name 933 Westminster Ave.

Phone No. 385-5994 Business or Alternate No. 9006 Social Sec. No. #6

Married ☐ Divorced ☐ No. of Children 1  
Single ☒ Widow ☐

Full Date of Birth 11/24/44 Comments med ht. slender. Neatly College Senior, graduating

Typing 4/10 Comp W.F. 87 V G I G F P  
Shd. 1/2" per hr App. Handwritten  
Dicta Clerical Att. Cooperative  
Practise 2 Elect. 2 Std. 2 Please indicate hours and schedule you wish to work Available all time

Previous Companies	Dates of Employment	Describe Your Duties	Sal-ary	Names, Models, and description of machines used in your business career
<u>Hubland</u>	<u>summer 67</u>	<u>typing clerk</u>		
<u>Mullen &amp; Blumett</u>	<u>" '66</u>	<u>Cashier clerk</u>		

N. A. Temp. - not person D. A. Temp. - not person N. R. P. Temp. - not person A. L. Temp. - not person L. M. T. C. Temp. - not person MISC. Temp. - not person

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach. <u>10-key - N/O</u>	Posting Mach.	Ditto Mach.	Costacer	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith

Key Punch Model	Switchboard - No. of Lines	Bkpg. Mach. Model
Can you do A/P A/R	General Book-kg.	Trial Balance Payroll
Costing	Statistical	Inv. Stmts. Invoicing
Ditto	Conference Stenography	Legal Stenography
Interviewer <u>WLB</u>	Date <u>5/27/68</u>	This is a sample of my handwriting

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.

Signature Judy M. Shaw

## The peakload company

Mrs. *Christine Henn* 025 So Berendo LHS  
 Phone No. *389-5228* Business or Alternate No. *1* Social Sec. No.

Married <input checked="" type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> No. of Children <i>0</i>		Full Date of Birth		Comments <i>WOWG.</i>		Describe Education and Business Training	
Typing <i>55-66 Comp</i> <i>WF 67</i>		Imp. <input type="checkbox"/> VG <input type="checkbox"/> G <input type="checkbox"/> F <input type="checkbox"/> P		<i>Very dignified &amp; lady like, 1890 type.</i>			
Shld. <i>80-90</i> A.R.		App. <input type="checkbox"/>		<i>See Laundry.</i>		Please indicate hours and schedule you wish to work	
Dicta Clerical		Att. <input type="checkbox"/>		<i>White as a sheet. Very sweet &amp; cooperative. Good attitude</i>		<i>Days</i>	
Practise <i>2</i> <i>3</i> <i>4</i> <i>5</i>		Elect. Std. <i>2</i>					

Previous Companies	Dates of Employment	Describe Your Duties	Salary	Names, Models, and description of machines used in your business career

N.A.	D.A.	N.R.P.	A.L.	L.M.T.C.	MISC.
					<i>D.L.I 401604 anything close to a bus line</i>

Three references of MALE employees checked.

Can you use	Electric Type.	Dictating Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Ditto Mach.	Gestetner	Mimeo
Addressograph	Graphotype	Calculator	MoBee System	Multilith
Key Punch Model	Switchboard - No. of Lines		Bkkg. Mach. Model	
Can you do	A/P	A/R	General Book-kpg.	Trial Balance
Costing	Statistical	Fin. Stmts.	Invoicing	Payroll
Ditto	Conference Stenography	Legal Stenography	Legal Typing	

Interviewer *MB* Date *6/3/68*

This is a sample of my handwriting

Signature  
*Christine Henn*

I hereby certify that I am aware that Peakload Personnel will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.







Please print name in full  
 CHRISTINE GLENN  
 Social Sec. No. 427-20-1234567890 Cross Street LA 5  
 Home Phone No. 389-5228 Bus. Phone No. Address 525 So. 15th St.  
 Marital Status (389-5228) No. of Children Birth Date 10-20-20  
 Education and Business Training

Indicate hours and schedule you wish to work 55H 342-12-8844

Previous Companies	Type of Business	No. Years	Description of Duties	DA Busy	NA Busy	Comments
Gordon Stuart (San-Jay Mills)	Textiles	General	1-5-54			Imp. F.O.
Matfield Bldg	Office Bldg	PR & Receipt	11-26-54			ADD. 1-1-55
			11-28-54			Att. 1-1-55
			11-28-54			Rating #2

10 yrs. exp. on P.B.X.  
 10-18-5-Enail. 11-2-62 Cant 90  
 11-8-62 2200

Can you use	Electric Type	Typing Machines	Billing Mach.	Teletype
Adding Mach.	Posting Mach.	Dicto Mach.	Cost-Accounting	Mimeo
Addressograph	Graphotype	Calculator	McBee System	Multilith

Key Punch Model Switchboard - No. of Lines 555 Bkkg. Mach. Model

Can you do	A/P	A/R	General Book-kg.	Trial Balance	Payroll
Posting	Statistical	Fin. Stmts.	Invoicing	Stencils	Legal Typing
Dicto	Conference Stenography	Legal Stenography			

I hereby certify that I am aware that Davis Girl Temporary Service Agency will not find me a permanent position and knowing this will not accept assignments with the intention of approaching the client for a permanent position.



NAME (LAST FIRST - PLEASE PRINT) GLENN, LARA TINE PHONE NUMBER 214.5228 DATE OF BIRTH 10-20-20 AGE 39

ADDRESS (STREET NUMBER) 427 D. Mariposa (CITY) Los Angeles TODAY'S DATE 2-22-59

SOCIAL SECURITY NUMBER [REDACTED] NO EXEMPTIONS ☐ MARITAL STATUS ☒ SINGLE ☐ MARRIED ☐ SEPARATED NUMBER OF CHILDREN 0

HOW ARE CHILDREN CARED FOR? None CAN YOU DRIVE TO WORK? Yes U.S. CITIZEN? Yes

LOWEST ACCEPTABLE SALARY? 1.75 per hr. WORK SATURDAY? Yes WORKING NOW? Yes IF SO, WHEN WILL YOU FINISH? End time

EDUCATION (CIRCLE NUMBER OF YEARS ATTENDED) 12 OTHER EDUCATION? None

HIGH SCHOOL 1 2 3 4 4 COLLEGE 1 2 3 4 1 BUSINESS COLLEGE 1 2 1

EMPLOYMENT RECORD					LEAVE BLANK
EMPLOYED BY	POSITION	FROM - TO	SALARY	SUPERVISOR	
1. Facialist	Arlos	oct 59	1.00	McRae	3-23-60
2. People's Telephones	Operator	Aug 59	3.00	McRae	N/A.
3. F. Barth Co.	PR Typist	Jan 59	3.00	Crane	
4. Temporary Placement	PR Operator	May 59	1.75	N/A.	

REASON FOR LEAVING LAST POSITION? None

REFERENCES (DO NOT LIST RELATIVES OR FORMER EMPLOYERS)

NAME	ADDRESS	PHONE	OCCUPATION
1. Mrs. Agnes Brock	11616 Catalina	277-03	Domestic
2. Mrs. Elizabeth Mitchell	676 D. Broadway	454-40	Housewife

F. C. BKPR.

ASST. BKPR. A/R-A/P

PAYROLL CLERK

MACHINE BKPR.

STENOGRAPHER

LEGAL-MEDICAL

DICTA-EDIPHONE

MANUAL TYPIST ✓

ELECTRO. TYPIST

STATISTICAL TYPIST

BILLER (MACH.)

STENCIL-DITTO

POLICY WRITER

COMPTOMETER

CALCULATOR

KEY PUNCH A

TAB. MACH. N

EX-CORD/LESS 335

CASHIER-CREDIT

ADDRESSOGRAPH

GRAPHOTYPE

MIMEOGRAPH

INVENTORY

POSTING CLERK

FILE CLERK 4-15

GEN'L CLERICAL

16T 50X



INTERVIEWER'S REMARKS: W.O.W. - Silver Hair... nice personality white beard  
seems to have a heavy PBX background. Teeth irregular giving  
her a tentative Tenney's from something to much  
7-5-60 - Wanda's... can't remember...

[illegible]