

**25X1A**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

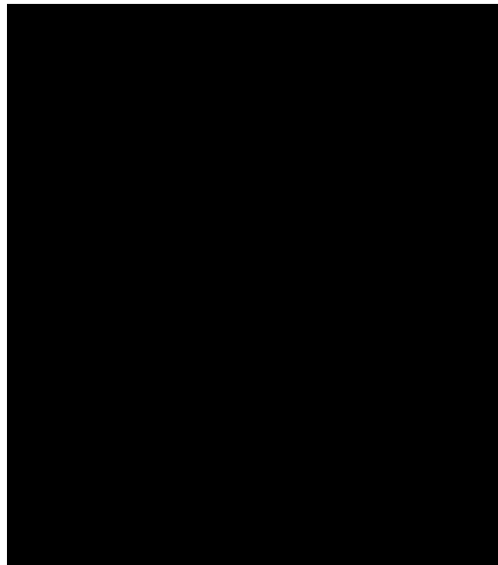
TAB

E

~~SECRET~~

MINUTES  
PMC Meeting  
Wednesday, 23 February 1966

PRESENT:



25X1A9a

The Chairman announced that, in view of the recruitment program launched by the Clandestine Services, he thought that a review of the Agency's capabilities in recruitment would be of benefit to the Committee. He then introduced Mr. [REDACTED] Chief of the Recruitment and Retiree Placement Division.

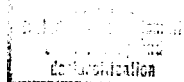
25X1A9a

25X1A9a

25X1A9a

[REDACTED] reviewed the organization of his facilities for recruitment, showed the location of his recruiters throughout the United States and described the opportunities and problems faced by the recruiters in their activities on behalf of all the career services in the Agency. In the ensuing discussion it was brought out that not only are the Agency recruiters in competition with the efforts of other Government departments and private industry, but that the Clandestine Services Career Service is in competition with other Agency career services for the time of the recruiters. This highlighted the fact that an Agency recruiter can spend only a short time with a prospect for the CS, and hence emphasized the need for a follow-up and in-depth interview by a member of our Service. There followed some discussion of the use of the "flying squad" of CS officers who would perform such follow-up interviews, and it was agreed that a "mechanism" for this effort would best be centralized in the Office of the DDP/OP.

~~SECRET~~



TAB F

~~SECRET~~

Annual Report of the Recruitment Action Group/NPIC

1. The Recruitment Action Group (RAG) was formed in September 1965 in conjunction with the recently approved concept of a task force to assist in meeting the substantial recruitment requirements of NPIC and also to provide an in-house personnel processing unit to control and expedite applications from receipt to EOD or other disposition. The latter activity is under the Chief, Personnel Branch.

As planned, [REDACTED] joined me in early October and [REDACTED] became the third member in January 1966.

2. From September to late January, the use of the Agency's name in advertising was proscribed, so RAG planned its activities to exploit every other possible source. [REDACTED] was still responsible for recruiting at colleges and universities in West Virginia, Maryland and the District of Columbia, and interview dates were held at these schools until mid-December. I visited military posts in Nebraska, North Carolina, Maryland and Virginia to establish liaison and seek records of enlisted men and officers who had terminated their service and whose backgrounds were of interest to us. I also made special trips to Rochester Institute of Technology to interview and follow-up on candidates in the critical, hard-to-find category of photo-scientist.

3. In order to demonstrate the drawing power of the Agency's name,

[REDACTED] was run simultaneously in the

~~SECRET~~

~~SECRET~~

Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2

Sunday editions of 19 newspapers throughout the country with a total circulation of over 8,000,000. A total of 37 responses was received.

4. Approval was received in January 1966 to use the Agency's name in advertising. Our first step was to place an ad in the same 19 newspapers and in 5 (later 4) monthly scientific and technical journals. Initial response from the newspapers was some 565 replies. As usual, many replies were not remotely related to the types for which we advertised, but some 15%-20% were of interest in varying degrees and were appropriately acted upon. Those of no interest to NPIC were sent to Placement Branch/POD/OP for review against overall Agency needs and appropriate correspondence.

5. In February, follow-up ads were placed in selected cities coincident with a recruiter's visit to conduct local interviews. Prospect referrals, resulting from the national ad, in these cities were contacted and appointments made to interview. This practice has continued to date, following a pattern of each RAG recruiter being on the road two-thirds of the time. As of 1 July, 62 city trips were made which produced 665 telephone responses to ads and 252 interviews were held (See Attachment)

6. Written responses continued to come in: as of 1 July, 181 responses from newspapers (in addition to the original 565) and 53 responses from periodicals were received.

7. The RAG effort since 1 February has resulted in 84 SI's and 14 EOD's.

25X1A9a



Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2

~~SECRET~~

~~SECRET~~

Attachment

<u>City</u>	<u>Date</u>	<u>Responses</u>	<u>Interviews</u>
Houston	13-16 Feb	10	1
Denver	13-16 Feb	7	6
New York	13-17 Feb	39	29
Dallas	16-20 Feb	2	0
Salt Lake City	16-20 Feb	9	4
Oklahoma City	20-22 Feb	5	1
Phoenix	20-22 Feb	6	0
Syracuse	20-22 Feb	7	5
St. Louis	22-25 Feb	13	7
Albuquerque	22-25 Feb	16	4
Buffalo	22-24 Feb	9	7
Rochester	24-25 Feb	6	3
Cincinnati	28 Feb - 1 Mar	9	0
Pittsburgh	28 Feb - 2 Mar	10	4
Columbus (O.)	1-2 Mar	15	0
Minneapolis	7-9 Mar	20	3
Milwaukee	9-11 Mar	20	5
Louisville	13-15 Mar	12	4
Chicago	15-17 Mar	6	1
Baltimore	21-22 Mar	11	7
Wilmington	23-24 Mar	1	1

~~SECRET~~

<u>City</u>	<u>Date</u>	<u>Responses</u>	<u>Interviews</u>
St. Louis	3-5 Apr	44	19
Memphis	5-7 Apr	Ad placed wrong	
Little Rock	7-9 Apr	9	1
San Antonio	9-11 Apr	15	7
New York City	4-7 Apr	51	20
Providence	13-14 Apr	11	7
Spring Field (Mass)	15-17 Apr	12	7
Hartford	18-19 Apr	8	3
Bridgeport	19-20 Apr	2	1
Albuquerque	12-14 Apr	11	5
Sante Fe	14 Apr	5	1
Toledo	18-19 Apr	3	0
Dayton	20-21 Apr	18	6
Boston	24-26 Apr	20	13 (convention)
San Francisco	8-10 May	55	17 (convention)
Knoxville	8-10 May	5	0
Chattanooga	10-11 May	7	0
Nashville	11-13 May	4	2
Sacramento	11-17 May	10	2
San Jose	17-20 May	12	4
Atlanta	15-17 May	7	4
Birmingham	17-20 May	8	3
Jacksonville	20-22 May	8	4
Orlando	22 May	8	3



~~SECRET~~

Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2

<u>City</u>	<u>Date</u>	<u>Responses</u>	<u>Interviews</u>
Pittsburgh	23-24 May	6	0
Philadelphia	25-26 May	7	1
Boston	31 May - 2 Jun	8	2
Greensboro	31 May - 1 Jun	5	1
Charlotte	2-3 Jun	2	2
Columbia	6-7 Jun	4	2
Charleston	8-9 Jun	4	2
New York	6-9 Jun	32	13
Buffalo	21-22 Jun	11	1
Syracuse	23-24 Jun	1	0
Bismark	20-22 Jun	0	0
Fargo	23-24 Jun	3	2
Sioux Falls	27-28 Jun	2	0
Sioux City	29 Jun	1	1
Des Moines	30 Jun - 1 Jul	2	2
Detroit	28-30 Jun	<u>11</u>	<u>2</u>
Total 62 Cities		665	252

Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2

~~SECRET~~

TAB G

**ACCOUNTING  
and  
AUDITING  
POSITIONS**



**THE CENTRAL INTELLIGENCE AGENCY**

*is interested in:*

**B.A. & M.A. CANDIDATES**

*in:* **ACCOUNTING**

**CONTRACT AUDITING**

**INTERNAL AUDITING**

**GENERAL DESCRIPTION OF DUTIES:**

**Accounting**—Preparation of original records, preparation and analysis of financial statements and reports, and accounting systems design, installation and review.

**Contract Auditing**—Auditing contractors' costs and cost estimates.

**Internal Auditing**—Reviewing administrative, financial, and property procedures, and verifying compliance; determining adequacy of internal controls; and auditing financial and property records.

**GENERAL QUALIFICATIONS:**

**Education:** B.A. or M.A. in Accounting, or Business Administration with accounting major or minor.

**Citizenship:** U.S. Citizen.

**Physical Requirements:** General good health (eyesight corrected to 20/35 with glasses). Routine medical examination is required.

**INITIAL ANNUAL SALARY:**

\$6,890 and upwards, depending upon education and experience.

**EMPLOYEE BENEFITS:**

- Government sponsored training programs.
- Excellent advancement opportunities for career employees.
- Overseas assignments available.
- Interesting variety of work assignments.

*Interviews may be arranged with representatives of the Agency on \_\_\_\_\_*

*Please communicate with \_\_\_\_\_*



*Engineers . . . Scientists . . .*

## The CENTRAL INTELLIGENCE AGENCY

has opportunities in Washington, D. C., for qualified personnel interested in positions as Analysts or Project Officers concerned with surveys and evaluations of FOREIGN SCIENTIFIC AND TECHNICAL RESEARCH.

**POSITIONS** in the Central Intelligence Agency for persons with degrees in Astrophysics, Celestial Mechanics, Electronics Engineering, Aeronautical Engineering, Aerospace Engineering, Nuclear Engineering, Physics, Nuclear Physics, and Mathematics offer:

### CHALLENGING ASSIGNMENTS:

Your work will entail the analysis of data and preparation of reports on foreign devices, equipment and systems. You will be concerned with foreign scientific and technical research and development, characteristics and performance capabilities in selected areas of fundamental and applied sciences.

### REWARDING ASSOCIATIONS:

In this position you will have opportunity for continuing contact with knowledgeable professional people in government, industry and academic fields.

### PROFESSIONAL DEVELOPMENT and EXCELLENT ADVANCEMENT:

These positions provide increasingly important project assignments and opportunity for participation in government-sponsored training at other government and academic facilities and opportunities for advancement to senior positions.

### IMPORTANT CONTRIBUTION:

The reports you prepare will be used by high-level officials concerned with national security.

### INITIAL ANNUAL SALARY:

\$7,304 (GS-7) through \$12,510 (GS-13), depending on your qualifications. Higher grades available commensurate with appropriate qualifications.

**INTERVIEWS** may be arranged with representatives of the Agency on:

**COMMUNICATE** with:

**25X1A5a1**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

**Next 1 Page(s) In Document Exempt**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

TAB *H*

**25X1A9a**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

**Next 5 Page(s) In Document Exempt**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

TAB *I*



**MISSING PAGE**

ORIGINAL DOCUMENT MISSING PAGE(S):

No ATTACHMENT

TAB J

ADMINISTRATIVE - INTERNAL USE ONLY

100 UNIVERSITIES PROGRAM

<u>College or University</u>	<u>Years Participated in Program</u>
Allegheny College	1963
American Foreign Institute of Trade	1964
American University	1964
Amherst College	1964
Arizona State University	1964
Assumption College	1964
Auburn University	1964
Bates College	1965
Baylor University	1964
Boston College	1963 - 1964
Boston University	1963
Bowdoin College	1964
Bowling Green State University	1964
Bradley University	1963
Brigham Young University	1963
Brown University	1963
Bryn Mawr College	1964
Bucknell University	1964
California Institute of Technology	1963
Carleton College	1963
Carnegie Institute of Technology	1963
Catholic University of America	1964
Central Washington College	1964
Claremont Colleges	1963
Clark University	1964
Clemson College	1963
Colby College	1965
Colgate University	1964
Colorado College	1963
Columbia University	1963
Cornell University	1964
Creighton University	1964
Dartmouth College	1963
Denison University	1965
Drake University	1964
Drexel Institute of Technology	1965
Duke University	1964
Duquesne University	1963

## ADMINISTRATIVE - INTERNAL USE ONLY

<u>College or University</u>	<u>Years Participated in Program</u>
Emory University	1965
Fairfield University	1964
Fairleigh Dickinson University	1965
Fisk University	1965
Fletcher School of Law & Diplomacy	1963
Florida State University	1964
Fordham University	1963
Fresno State College	1965
Furman University	1963
George Washington University	1963
Georgetown University	1964
Georgia Institute of Technology	1964
Gonzaga University	1963
Grinnell College	1963
Hamilton College	1963
Hamline University	1964
Hampden-Sydney College	1963
Harvard University	1963
Hobart & William Smith Colleges	1963 - 1965
Holy Cross College	1963
Howard University	1964
Hunter College	1963
Idaho State University	1964
Indiana University	1964 - 1965
Iowa State University	1963
Kansas State College	1963
Kent State University	1965
Ia Salle College	1964
Lafayette College	1963
Lehigh University	1963
Louisiana Polytechnic Institute	1965
Louisiana State University (Baton Rouge)	1963
Louisiana State University (New Orleans)	1963
Loyola & DePaul University	1964
Macalaster College	1964
Marquette & University of Wisconsin - Milwaukee	1964
Memphis State University	1964
Miami University	1964
Michigan State University	1963
Middlebury College	1965
Mississippi State University	1965

ADMINISTRATIVE - INTERNAL USE ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

<u>College or University</u>	<u>Years Participated in Program</u>
Missouri School of Mines	1964
Montana State College	1963
Montana State University	1963
Mt. Holyoke College	1964
New Mexico State University	1963
New York State University	1963 - 1964
Newark College of Engineering	1964
North Carolina State College	1965
North Dakota State University	1964
North Texas State College	1965
Northeastern University	1965
Northern Illinois University	1965
Northwestern University	1963 - 1965
Oakland University	1965
Occidental College	1963
Ohio State University	
Ohio Wesleyan University	1965
Oklahoma State University	1964
Oregon State University	1963 - 1965
Pembroke College	1963
Pennsylvania State University	1963 - 1964
Portland State College	1965
Princeton University	1963 - 1965
Providence College	1965
Purdue University	1963 - 1965
Radcliffe College	1963
Reed College	1963
Rice University	1964
Rockhurst College	1963
Rutgers University	1964
Sacramento State College	1965
St. Anselm's College	1965
St. Joseph's College	1965
St. Louis University	1963 - 1965
St. Mary's College	1965
St. Michael's College	1965
St. Olaf College	1963
San Diego State College	1964
San Francisco State College	1964

ADMINISTRATIVE - INTERNAL USE ONLY

## ADMINISTRATIVE - INTERNAL USE ONLY

<u>College or University</u>	<u>Years Participated in Program</u>
University of Maine	1964
University of Maryland	1964
University of Massachusetts	1963 - 1965
University of Michigan	1963
University of Minnesota	1963 - 1965
University of Mississippi	1965
University of Missouri	1963 - 1965
University of Nebraska	1963
University of Nevada	1965
University of New Hampshire	1964
University of New Mexico	1963
University of North Carolina	1964
University of North Dakota	1964
University of Notre Dame	1963
University of Ohio	1963
University of Omaha	1964
University of Oregon	1963 - 1965
University of Pennsylvania	1963 - 1965
University of Pittsburgh	1963
University of Puget Sound	1964
University of Redlands	1963
University of Rhode Island	1964 - 1965
University of Richmond	1963
University of Rochester	1963
University of San Francisco	1965
University of South Carolina	1963
University of South Dakota	1963
University of Southern California	1963
University of Tennessee	1964
University of Texas	1964
University of the Pacific	1965
University of Tulsa	1964
University of Utah	1963
University of Vermont	1964
University of Virginia	1965
University of Washington	1963 - 1965
University of Wichita	1963
University of Wisconsin	1963
Utah State University	1964
Utica College	1964
Valparaiso University	1963
Vanderbilt University	1964
Vassar College	1965
Villanova University	1965
Virginia Polytechnic Institute	1965

ADMINISTRATIVE - INTERNAL USE ONLY

## ADMINISTRATIVE - INTERNAL USE ONLY

<u>College or University</u>	<u>Years Participated in Program</u>
San Jose State College	1963
Seattle University	1964
Smith College	1963
Southern Illinois University	1963
Southern Methodist University	1965
Stanford University	1963 - 1964
State University of New York (Buffalo)	1963
Stevens Institute of Technology	1964
Syracuse University	1963 - 1965
Temple University	1964
Tennessee A&I State University	1965
Texas A&M	1965
Texas Christian University	1964
Texas Technological College	1964
The Citadel	1963
The Johns Hopkins University	1964
Trinity College	1965
Tufts University	1964
Tulane University	1963
University of Alabama	1965
University of Arizona	1964
University of Arkansas	1964
University of California	1963
University of California (Berkeley)	1964
University of California (Davis)	1964
University of California (Los Angeles)	1963
University of California (Riverside)	1963
University of California (Santa Barbara)	1963
University of Chicago	1963 - 1964
University of Cincinnati	1964
University of Colorado	1963
University of Connecticut	1964
University of Delaware	1964
University of Denver	1963
University of Detroit	1964
University of Florida	1964
University of Georgia	1964
University of Houston	1965
University of Idaho	1963
University of Illinois	1964
University of Iowa	1963
University of Kansas	1963 - 1965
University of Kentucky	1963
University of Louisville	1965

ADMINISTRATIVE - INTERNAL USE ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

<u>College or University</u>	<u>Years Participated in Program</u>
Wake Forest College	1964
Washburn University	1963
Washington & Jefferson College	1963
Washington & Lee University	1963
Washington State College	1963
Washington State University	1965
Washington University	1963 - 1965
Wayne State University	1963
Wellesley College	1963
Wesleyan University	1963 - 1965
West Virginia University	1964
Western Reserve University	1963
Western Washington College	1964
Westminster College	1965
Wheaton College	1963
Whitman College	1964
Williams College	1963
Wofford College	1963
Wooster College	1965
Worcester Polytechnic Institute	1965
Xavier University	1964
Yale University	1963 - 1965

ADMINISTRATIVE - INTERNAL USE ONLY



TAB K

**25X1A**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

**Next 1 Page(s) In Document Exempt**

**Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2**

~~CONFIDENTIAL~~

Approved For Release 2000/08/16 : CIA-RDP80-01826R000200090012-2

Staff of the Deputy Chief, Recruitment Division. As to Fiscal Year 68,  
obviously a replacement will have to be made for [REDACTED] who will  
be transferring a year hence to [REDACTED].

25X1A9a

25X1A

[REDACTED]

25X1A9a

~~CONFIDENTIAL~~

GROUP 1  
downgraded and  
declassified

TAB

SUBTAB A

~~SECRET~~

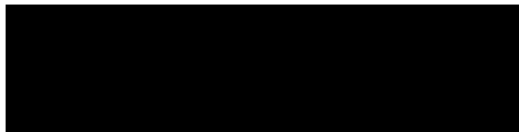
22 JUN 1966

MEMORANDUM FOR: Deputy Director of Personnel for Recruitment and Placement  
SUBJECT : Authorization - EOD Travel Expenses for Clerical Personnel

1. The Acting Deputy Director for Support on 24 May 1966 authorized the Director of Personnel to approve the reimbursement of EOD travel expenses for such classes of clerical personnel as he deems necessary.

2. This authorization to approve reimbursement of EOD travel expenses to those clerical classes which I have determined to be "hard to get" is delegated to you and, in your absence, to the Chief, Recruitment Division. This authority may not be redelegated to any subordinate.

3. Attached is a list of forty-two job titles, the basic qualification requirements of which are similar or identical to those required of Clerk (General). These forty-two clerical job classes are considered to be in the "hard to get" category at this time. I would like to receive from you every six months a report showing how many applicants in each of these categories you have authorized EOD travel expenses for. The first such report should be in my office by 15 January 1967 for the period ending 31 December 1966.



25X1A9a

Emmett D. Echols  
Director of Personnel

Attachment: A/S

GROUP 1  
Excluded from automatic  
declassification