

Administrative File  
46-34271A

9 AUG 1966

The Honorable Lee Metcalf  
United States Senate  
Washington, D. C. 20510

Dear Senator Metcalf:

Thank you for your memorandum of 2 August 1966 enclosing correspondence which you received from [redacted] who is interested in being employed by the Government in some phase of work concerning military history or military science.

STAT

We are pleased to know of [redacted] interest in Government employment. Our Director of Personnel has written directly to [redacted] enclosing a brochure describing our general employment requirements and opportunities and also advising him how he might prepare for a career in the intelligence field. A copy of that letter to [redacted] is enclosed for your information.

STAT

STAT

Your interest in writing to me on behalf of [redacted] is appreciated.

STAT

Sincerely,

/s/ Richard Helms

(EXECUTIVE REGISTRY FILE Long (2))

Richard Helms  
Director

Enclosure

Distribution:

- 0 & 1 - Addressee
- 1 - ER
- 1 - Leg Counsel
- 1 - Signing Official
- 1 - Subj's File
- 1 - D/Pers Chrono

Originator: [redacted]  
For Director of Personnel

STAT

9 AUG 1966

Concur: [redacted]

Legislative Counsel

STAT

8 AUG 1966

STAT

Executive Registry

66-3427/1

STAT



9 AUG 1966

Senator Lee Metcalf has written to us concerning your interest in employment with the Central Intelligence Agency.

We are pleased to know of your interest in our work and are enclosing a brochure describing our general employment requirements and opportunities which we hope will be helpful to you.

In preparing for a career in intelligence work, there are so many fields of specialization open to college graduates who are outstanding students that we would hesitate to counsel you in the pursuit of one degree as against another. For example, we usually have openings for economists, geographers, mathematicians, engineers and scientists, accountants, almost any discipline you could mention. We do emphasize, however, the importance of foreign languages and you might keep this in mind. While being a member of the ROTC in college is not a must, it might be helpful in light of your specific interest in military history or military science.

Generally, our career opportunities are open to college graduates in any field of study provided their academic records are of a high order. The attributes of successful candidates for employment with the Central Intelligence Agency are those of the young man or woman who would equally be successful in business, industry, or the professions. In addition, however, they must be willing to serve their country without public recognition because of the very nature of the intelligence career itself.

Your inquiry is appreciated. If your interest in our work continues after you have completed your education, we shall be glad to hear further from you.

Sincerely,

Signed

E. D. Echols  
Director of Personnel

Enclosure

**Distribution:**

- 0 - Addressee
- 2 - Sen. Metcalf
- 1 - ER
- 1 - Signing Official
- 1 - Leg Counsel
- 1 - Subj's File
- 1 - D/Pers Chesse

STAT  
OD/Pers/  :cjr (5 Aug 66)

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM		
UNCLASSIFIED	CONFIDENTIAL	SECRET
<b>CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP</b>		
TO	NAME AND ADDRESS	DATE
1	Legislative Counsel 7D01	3 Aug
2		
3	Director of Central Intelligence 7E12 Headquarters	
4		
5		
6		
ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE
Remarks:		
FOLD HERE TO RETURN TO SENDER		
FROM: NAME, ADDRESS AND PHONE NO.		STATE
Personnel	5E56	SECRET