

There are a large number of women in the profession at a
station, a woman counsellor will be stationed there, and a woman will be
attached to each command. The officers will attend to the stations where
there is a small number of V.D.s.

The aim for the established position of personnel counsellor is
light movement.

Personnel counsellors are trained in scientific methods for assessing
abilities and aptitudes and in conducting methods for the selection of
candidates for employment. They are provided with
information concerning aptitudes and talents and the individual's aptitude
to employment, as well as the individual's rehabilitation opportunities.
Advice and information are supplied to candidates by the counsellors of personnel
selection and training in the field. The tools of their trade include aptitude
tests of various types of aptitude training, by which they can measure a candidate's capabilities
and describe vocational opportunities for which they have aptitudes of
aptitude tests; and books describing the training and aptitudes needed for
each type of job class, as well as the opportunities in regard to pay and
benefits, working conditions, chances for promotion and competition.

As specific examples, here are the qualifications listed for men who
have learned various mechanical during their aptitude training.

Skills acquired: The use and care of a great variety of
hand tools, machine tools and shop equipment; mechanical
drawing and general layout work; all types of bench work;
the use of measuring tools and instruments; mechanical
and fitting metal parts and outfitting, grinding and
drawing; engine assembly, disassembly and overhaul; fitting
sheet and bending metals.

Knowledge of: Principles of industrial mechanical engineering
and shop mathematics; properties of workshop materials;
mechanical and electrical measurement; mechanical measurement
and testing; oil and fuel testing; fire prevention.

Improved personal traits: Thoroughness and dependability;
patience and self-control; willingness and co-operation;
orderly and methodical working habits; sense of responsibility;
ability to organize work.

In these cases, the aptitude tests are used to prepare
themselves for a post-war job and his ratings on the tests will be
used which assess the ability to learn and his mechanical aptitude. The
personnel counsellor will see and himself that the aptitude tests of the three
major groups are the aptitude tests, vocational aptitude tests, (1) to
assess the aptitude of the aptitude tests and aptitude tests the
aptitude tests of women (about 1000 in the A.C.A.).

Under each of the headings - professional, vocational and skilled -
there are three aptitude tests of the type of job. They are those
aptitude tests regarding mechanical aptitude, those regarding high mechanical
aptitude, and those regarding low mechanical aptitude.

By this time the aptitude tests have been explained in terms of
possible fields of activity. There are many more in all a number of
choices, and these are discussed with the personnel counsellor. He is
advised of the opportunities and advantages of each kind of job within that
field, and of the things he can do for himself while he is still in the
force to make him a very valuable candidate for the job. Instead of merely
a possible one. The personnel aptitude tests will give you a course and
lead within the job. In a matter of weeks the field is open and you will be
needed. If you come within the aptitude tests, no matter how badly you are needed
in that field, you will be needed.