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Letter from John L. Carey, Secretary, American Institute of Accountants, to Niles & Niles, Esqs., Re: AIA Bureau of Placements.

J L. Carey

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BUREAU FOR PLACEMENTS

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JOHN L. CAREY, SECRETARY

American Institute of Accountants

INCORPORATED UNDER THE LAWS OF THE DISTRICT OF COLUMBIA

135 CEDAR STREET, NEW YORK

April 20, 1931.

Niles & Niles, Esqs.,
165 Broadway,
New York City

Gentlemen:

As you probably know, the American Institute of Accountants for four years has maintained a bureau for placements which has attempted to obtain positions for desirable college graduates in offices of members of the Institute.

Several hundred men have been placed in the offices of public accounting firms among whose partners are members or associates of the Institute.

According to our record your firm has never employed a man through the bureau. We are writing to suggest that if during the coming year there may be a place on your staff for a man without practical experience, but of a type who might be expected to develop rapidly into an unusually able senior accountant, you examine the applications of some of the men who have applied to us.

The firms which have had experience with the bureau are with few exceptions pleased with the results. There seems little doubt that young men carefully selected from among the graduates of colleges of high standing soon become promising staff assistants in accounting firms.

In order to encourage the best type of men the bureau guarantees that employers will pay a minimum salary of \$125 a month at the start, and that applicants, if accepted, will be considered permanent staff men, not to be engaged on a temporary basis.

In order to meet the expense of operating the bureau for placements it is necessary to request each firm which employs an applicant to contribute \$50 toward the support of the bureau.

I hope that you will let us know on the enclosed slip if there is any likelihood of an opportunity in your office for an applicant to the bureau in 1931. Please mention, if it is possible, the probable time at which you would desire such a man to commence work.

We shall be able during the next few months to supply complete information about young men who desire positions in your vicinity.

Yours truly,


Secretary.

JLC:RS

Date _____

R 4/22/1971

Committee for Placements,
American Institute of Accountants,
135 Cedar Street, New York.

We should be glad to receive data concerning college graduates who are prospective staff assistants and have been approved by the Committee for Placements. We understand that this involves no liability on our part, except the payment to the Bureau of \$50. for each man who may be employed by us through the Bureau.

Firm _____

Per _____

Address _____