

Army of the United States



SEPARATION QUALIFICATION RECORD

SAVE THIS FORM. IT WILL NOT BE REPLACED IF LOST

This record of job assignments and special training received in the Army is furnished to the soldier when he leaves the service. In its preparation, information is taken from available Army records and supplemented by personal interview. The information about civilian education and work experience is based on the individual's own statements. The veteran may present this document to former employers, prospective employers, representatives of schools or colleges, or use it in any other way that may prove beneficial to him.

1. LAST NAME—FIRST NAME—MIDDLE INITIAL				MILITARY OCCUPATIONAL ASSIGNMENTS			
GALLUP CLIFTON L.				10. MONTHS	11. GRADE	12. MILITARY OCCUPATIONAL SPECIALTY	
2. ARMY SERIAL No.		3. GRADE		4. SOCIAL SECURITY No.			
39570918		T/Sgt		Not Available			
5. PERMANENT MAILING ADDRESS (Street, City, County, State)				3	Pvt.	Coast Artillery Basic (512) Training	
S.B. County				19	T/4	Stenographer. (213)	
343 Grant St. Redlands, Calif.				10	T/Sgt	Administrative Superior. (502)	
6. DATE OF ENTRY INTO ACTIVE SERVICE		7. DATE OF SEPARATION		8. DATE OF BIRTH			
21 Apr. 43		13 Dec. 45		29 Jan. 21			
9. PLACE OF SEPARATION							
FT. MACARTHUR, CALIF.							

SUMMARY OF MILITARY OCCUPATIONS

13. TITLE—DESCRIPTION—RELATED CIVILIAN OCCUPATION

ADMINISTRATIVE SUPERVISOR:

Was administrative supervisor of the 38th machine records unit (mobile) from Feb. to Dec. 1945. Was in charge of the administrative section consisting of 14 men engaged in the control of machine records reports received from the field and the coding of the reports for use with international business machines. Also supervised filing, typing, and personnel sections. Served in the U.S., England, France, Belgium, Germany and Austria.

MILITARY EDUCATION

14. NAME OR TYPE OF SCHOOL—COURSE OR CURRICULUM—DURATION—DESCRIPTION

Clerical School. Ft. Eustis, Va. 8 weeks. Clerical and Stenographic course.



CIVILIAN EDUCATION

CIVILIAN EDUCATION			OTHER TRAINING OR SCHOOLING	
15. HIGHEST GRADE COMPLETED	16. DEGREES OR DIPLOMAS	17. YEAR LEFT SCHOOL	20. COURSE—NAME AND ADDRESS OF SCHOOL—DATE	21. DURATION
lyr. Coll.	H.S. Diploma	1938	Typing and Shorthand. Redlands H.S. Redland, Calif.	2yrs. 120hrs. per week.
18. NAME AND ADDRESS OF LAST SCHOOL ATTENDED				
San Bernardino Jr. College, S.B. Calif.				
19. MAJOR COURSES OF STUDY				
Commercial				

CIVILIAN OCCUPATIONS

22. TITLE—NAME AND ADDRESS OF EMPLOYER—INCLUSIVE DATES—DESCRIPTION
<p>STENOGRAPHER AND CLERK: Worked for the California Electric Power Co. Riverside, Calif. as a stenographer and clerk. Maintained the records of the transportation fleet and maintained the stock of automotive parts and supplies necessary for the operation of companies vehicles.</p>

SUMMARY OF MILITARY OCCUPATIONS

ADMINISTRATIVE SUPERVISOR:
 (mobile) from Feb. to Dec. 1943. Was in charge of the administrative section consisting of 14 men engaged in the control of machine reports received from the field and the coding of the reports for use with interoffice business machines. Also supervised filing system and personnel sections.

ADDITIONAL INFORMATION

23. REMARKS

24. SIGNATURE OF PERSON BEING SEPARATED	25. SIGNATURE OF SEPARATION CLASSIFICATION OFFICER	26. NAME OF OFFICER (Typed or Stamped)
<i>Clifton J. Gallup</i>	<i>John M. Burnside</i>	JOHN M. BURNSIDE MAJOR AC.