

Please return to 28-131, Civil Hall before June 55

PERSONNEL QUALIFICATION QUESTIONNAIRE

1. Serial No. (no entry)	2. NAME: (last) (first) (middle) Phillips David Atlee	3. Office DDP/PP/ICD/Radio
4. Date of Birth 31 Oct. 1922	5. Sex: <input checked="" type="checkbox"/> male (1) <input type="checkbox"/> female (2)	Marital Status: <u>Married</u> Nr. Dependents: <u>4</u>
6. Employment Date: 1 April 1955	7. Citizenship: <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other	
8. Acquired By: (1) <input checked="" type="checkbox"/> Birth (2) <input type="checkbox"/> Marriage (3) <input type="checkbox"/> Naturalization (4) <input type="checkbox"/> Other (specify) Year U.S. citizenship acquired, if not by birth _____		

SEC. I. EDUCATION

1. Extent: (circle one)
- 1. Less than high school
 - 2. High school graduate
 - 3. Trade, Business or Commercial school graduate
 - 4. Two years college, or less
 - 5. Over two years, no degree
 - 6. Bachelor degree
 - 7. Post-graduate study (minimum 8 sem. hrs.)
 - 8. Masters degree
 - 9. Doctors degree

2. College or University Study:

Name and location of College or University	Major	Minor	Dates att'd		Yrs Compl		Degree Recd		Sem Hrs
			From	To	Day	Night	Title	Date	
William & Mary Williamsburg, Va.	Drama	English	1938	39	X		None		?
Texas Christian U. Fort Worth, Texas	Drama	English	1939	40	X		None		?
University of Chile Santiago, Chile	Spanish	-	Feb. 1945	June 1948	X		None		-

3. Trade, Commercial, and Specialized Training:

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	

CODED
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4. Military, Intelligence or Investigative training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, etc.)

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	
AAF Gunnery	Feb. 1943	July 1943	6	Aerial Gunnery
AAF Armament	Aug. 1943	Jan. 1943	6	Armament

SEC. II. WORK EXPERIENCE

1. State the nature of duties performed with this organization, starting with your present position. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to adequately describe your duties.

From <u>Apr. 55</u> To <u>Present</u> Tot. mos. <u>2</u>	Description of Duties:
Grade <u>14</u> Salary <u>\$9,600</u>	Staff monitoring and support of agency radio operations. Assistance to Area Divisions in recruitment of specialized personnel, etc.
Office <u>PP/ICD/Radio</u>	
Position	
Title: <u>PP Radio Officer</u>	
Duty	
Title: <u>ICD/Radio</u>	Duty Station, if overseas:
From <u>Apr 54</u> To <u>Apr 55</u> Tot. mos. <u> </u>	Description of Duties:
Grade <u>-</u> Salary <u>\$8,360</u>	Consultant on radio and newspaper and establishment of cover as a professional lecturer on South America.
Office <u>None</u>	
Position	
Title: <u>Covert Associate</u>	For two months, PP consultant on
Duty	
Title: <u>-</u>	Duty Station, if overseas: <u>Guatemala (two months)</u>
From <u>1949</u> To <u>1951</u> Tot. mos. <u> </u>	Description of Duties:
Grade <u>-</u> Salary <u>\$5,000 - \$6,000</u>	Handling of principal agent, station cut-out, recruitment, spotting, handling defection operation, clandestine printing.
Office ? - <u>WH</u>	
Position	
Title: <u>Contract Agent</u>	
Duty	
Title: <u>-</u>	Duty Station, if overseas: <u>16-23 Santiago, Chile, etc.</u>
From <u> </u> To <u> </u> Tot. mos. <u> </u>	Description of Duties:
Grade <u> </u> Salary <u> </u>	
Office <u> </u>	
Position	
Title: <u> </u>	
Duty	
Title: <u> </u>	Duty Station, if overseas:
From <u> </u> To <u> </u> Tot. mos. <u> </u>	Description of Duties:
Grade <u> </u> Salary <u> </u>	
Office <u> </u>	
Position	
Title: <u> </u>	
Duty	
Title: <u> </u>	Duty Station, if overseas:

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SEC. II. WORK EXPERIENCE (CONT'D.)

2. Previous Employment: Describe your previous work experience in sufficient detail to permit full recognition of your qualifications. Include military work experience. List last position first.

From <u>Oct 51</u> To <u>Apr 55</u> Tot. mo's <u>7</u> Classification Grade(if in Federal Service) _____ Salary Fees _____ Number and Class of Employees Supervised: <u>None</u> Employer <u>Lee Keedick</u> Kind of Business or organization (i. e., paper products mfr, public utility) <u>Lecture Bureau</u>	Exact Title of your position _____ <u>Professional lecturer.</u> Description of Duties: _____ <u>Lectures on Latin America before Womens' Clubs, Mens' Dinner Clubs, University Groups, etc.</u> _____ Duty Station if overseas: _____
From <u>1919</u> To <u>1951</u> Tot. mo's <u>51</u> Classification Grade(if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: <u>35</u> Employer <u>Self</u> Kind of Business or organization (i. e., paper products mfr, public utility) <u>Newspaper and printing</u>	Exact Title of your position _____ <u>Editor and Publisher</u> Description of Duties: _____ <u>Writing, editing, management of English language newspaper. Writing and directing of radio programs in Spanish and English. Writing and acting in Spanish films.</u> _____ Duty Station if overseas: <u>Santiago, Chile</u>
From <u>1911</u> To <u>1918</u> Tot. mo's _____ Classification Grade(if in Federal Service) _____ Salary <u>Various</u> Number and Class of Employees Supervised: <u>-</u> Employer <u>Various</u> Kind of Business or organization (i. e., paper products mfr, public utility) <u>Actor, free-lance writer</u>	Exact Title of your position _____ <u>Actor and free-lance writer.</u> Description of Duties: _____ _____ <u>Acting in theatrical companies, radio shows. Writing of fiction, radio scripts, newspaper articles, etc.</u> _____ Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade(if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ _____ _____ Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade(if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ _____ _____ Duty Station if overseas: _____

SEC. II. WORK EXPERIENCE (CONT'D)

3. Special Work Experience: Check any of the following organizations by which you may have been employed.

- | | |
|--|--|
| 01 <input type="checkbox"/> U. S. Secret Service | 24 <input type="checkbox"/> Air Force A-2 |
| 02 <input type="checkbox"/> Civil Police | 25 <input type="checkbox"/> Foreign Economic Admin. |
| 03 <input type="checkbox"/> Military Police | 26 <input type="checkbox"/> Counter Intelligence Corps |
| 04 <input type="checkbox"/> U. S. Border Patrol | 27 <input type="checkbox"/> Immigration & Naturalization |
| 05 <input type="checkbox"/> U. S. Narcotics Squad | 28 <input type="checkbox"/> Strategic Services Unit |
| 06 <input type="checkbox"/> FBI | 29 <input type="checkbox"/> Foreign Service, State Dept. |
| 07 <input type="checkbox"/> Criminal Investigation Div. | 30 <input type="checkbox"/> Central Intelligence Group |
| 21 <input type="checkbox"/> Office of Naval Intelligence | 31 <input type="checkbox"/> Armed Forces Security Agency |
| 22 <input type="checkbox"/> Office of War Information | 32 <input type="checkbox"/> Coordinator of Information |
| 23 <input type="checkbox"/> Army G-2 | 33 <input type="checkbox"/> Office of Facts & Figures |
| 20 <input type="checkbox"/> Office of Strategic Services | 34 <input type="checkbox"/> Board of Economic Warfare |
| | 35 <input type="checkbox"/> Federal Communications Comm. |

SEC. III. FOREIGN LANGUAGES

List below the foreign languages in which you have some competence. Be sure to include uncommon modern languages. Check (X) your competence and how acquired.

LANGUAGE	COMPETENCE					HOW ACQUIRED				
	Equivalent to Native Fluency *	Fluent but obviously Foreign *	Adequate for Research **	Adequate for Travel	Limited Knowledge	Native of Country	Prolonged Residence	Contact (Parents, etc.)	Academic Study	
Spanish		X	X							
French				X			X		X	
German				X			X		X	
Portuguese				X				X	X	

* If you have checked 'Fluent' for a language that has significant difference in spoken and written form (e.g., Arabic), explain your competence herein _____

**Specialized Language Competence: Describe ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, and military fields. List the language with the type of speciality. _____

Experience as translator in literature field in Spanish. Knowledge of Spanish vocabulary in printing, newspaper, radio and film fields.

SEC. IV. AREA KNOWLEDGE

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

Country or Region	Dates of Residence, Study Etc.	Manner in Which Knowledge Was Aquired (check (X) one)		
		Residence	Travel	Study
Mexico	Intermittant	X	X	
Chile	1948 - 1954	X	X	X
Central America	Intermittant	X	X	X
Africa, North	1943		X	
Italy	1943-44		X	

2. Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

Country	Type of Knowledge	How and When Gained
Chile	General	Prolonged residence and travel
Guatemala	Military and Psycho.	Agency experience.

SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

Skill	Per Cent of Time Used	Not Used	WPM (Approximate Proficiency)	Prefer Assignment Using Skill Oftener
Typing	1. Often	2.	50	1. _ Yes _ 2. _ No
Shorthand	1.	2.		1. _ Yes 2. _ No

Shorthand System: 1. Manual 2. Machine 3. Speedwriting.

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc.	2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications. writing, skin-diving (area-lung)

SEC. VII. PROFESSIONAL AND ACADEMIC HONORS

List any professional or academic associations or honorary societies in which you hold membership.
actor's Equity
author's Guild of America

SEC. VIII. PUBLICATIONS

List below the type of writing (non-fiction: professional or scientific articles, general interest subjects, current events, etc; fiction: novels, short stories, etc.) of any published materials of which you were author or co-author.

Extensive newspaper and publications: feature stories, editorials, book reviews, etc. Juvenile plays and radio and film scripts. Magazine articles. Also author of foreign guidebooks. One serious drama produced.

SEC. IX. INVENTIONS

Describe any devices you have invented as to type of work for which intended and whether patented.

Device	Patented	
	(1) Yes	(2) No
	(1) Yes	(2) No
	(1) Yes	(2) No

SEC. X. TESTS (Within present organization)

Describe below the type of tests which you have taken,

Type of Test	Date Taken

SEC. XI. PHYSICAL HANDICAPS

List any physical handicaps you may have.

None.

SEC. XII. OVERSEAS ASSIGNMENT

Are you willing to accept periodic tour of duty overseas?

(1) 2 year Tour <u> X </u> (2) 4 year Tour <u> X </u> (3) Not interested <u> </u> .
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SEC. XIII. WORK ASSIGNMENT

In view of your total experience and education, for what assignment do you think you are best qualified?

That to which I am presently assigned: the radio offices of PP Staff. In the future I feel qualified to participate in or direct Agency operations which fall in the newspaper or broadcasting categories.

SEC. XIV. MILITARY STATUS

1. Present Draft Status
 Have you registered under the Selective Service Act of 1948? Yes No.
 If yes, indicate your present draft classification _____

2. Present Reserve or National Guard Status World War II Veteran
 Do you now have Reserve or National Guard Status Yes No.
 If yes, complete the following.

1. National Guard
2. Air National Guard
3. Active Reserve Status (member of organized unit)
4. Inactive Reserve Status

Service _____ Grade _____ Serial Number _____

Reserve Unit with which currently affiliated _____

Service Mobilization Assignment, if any _____

Location of Service Records, if known _____

SEC. XV. TRAINING

List the training courses or subjects you have taken in this organization.

Course or Subject	(from) Dates (to)	Hours
Covert PW (roughly equivalent to Phase II)	31 March to 25 Apr 52	?
Clandestine Political Political Warfare	29 Nov. to 17 Dec 51	
Operational Security	15 - 26 Nov. 51	72

SEC. XVI. REMARKS

Use this space to indicate any other qualifications you may have which you do not describe above.

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Commendation ~~for State~~ Department for activity as an official U.S. delegate to an international Press Conference.

Public relations experience. For National Broadcasting Company and International Hotels, Inc.

Thorough knowledge of overt and clandestine printing techniques.

Knowledge of broadcasting transmitter operation, ~~and~~ for propaganda and communications. Experience in leaflet operations, etc.

DATE 10 June 1955

SIGNATURE *David Miller*

VGN