

Navy News item from the 3 September 1965 edition, What Is A Writer

A Writer is not, as the name implies, a writer, but is a person who sits all day typing and making lots of work out of pieces of paper. A Writer can sit in one of three places: Pay Office, Accounts Office, or Captain's Office. Some Writers are even capable of sitting in all three (though not at the one time), but these species are rare - they invariably stick to the one.

PAY OFFICE:- In this section, the Writer is trained to create payment queries, the answering of which keeps him busy for 13 days. Much time is spent by the Writer in this section in keeping stationary. Pay Office Writers have an air about them - generally conditioned.

A favourite expression used by the Pay Office Writer is "come back tomorrow, we're putting up pay", when in actual fact, **THEY ARE CREATING STILL MORE PAYMENT QUERIES.**

Careful training in the Supply School enables this type of Writer to appear busy at all times. This impression is created by the duty writer each morning. He attends the office early and carefully places folders, pencils, sheets of paper, rulers, rubbers and payment queries in position. When the rest of the staff arrive, they are busy straight away - clearing it all away again.

The Bible of the Pay Office Writer is the pocket size ready reckoner. This is used to calculate pocket size payments.

ACCOUNTS OFFICE:- This type of Writer is a lonely type. He is chosen for his ability to remain seated for long periods in an air conditioned office with one or two Supply Officers.

Apart from this duty, the Accounts Office Writer keeps the travelling expense records travelling. Because of this continual travelling (from office to office, for signature and checking, and back again for more signatures and more checking) this type of Writer's favourite expression is "come back three months from tomorrow, your expenses haven't traveled far enough yet."

CAPTAIN'S OFFICE:- The main duty of this type of Writer is to see that the notation of swimming test passes is not recorded on the rating's service certificate. A lesser duty (but still of importance) is the duty of confusionalisation. All the Writer does in answer to questions regarding advancement, removal requests etc., is to quote Commonwealth Navy Order numbers, correspondence file numbers, Advancement Regulations article numbers etc., with such rapidity that the listener leaves the office confused.

NOTA BENE:-

Writers are assured that no slight is offered on this page. No-one works better. No-one works longer. No-one works harder than a Writer.
(Well, it must be remembered that Writers do carry out the duty of drafting, so a good word must appear somewhere. Perish the thought of another 12 months in MELBOURNE!)