

0295

Declassified E.O. 12356 Section 3.3/NND No.

785016

ACC

10000/144/77

785016

CONFIDENTIAL, SGT T. J. RIZZUTO
MAR. 1944 - AUG. 1945

HEADQUARTERS ALLIED COMMISSION
Education Subcommittee
APO 394

ED/1C/1.3/AC

3 August 1945


SUBJECT: Promotion of Sergeant Thomas J. Rizzuto,
ASN 32829639.

TO : Commanding Officer,
2675th Regiment, (Ovhd),
Allied Commission.

1. I again strongly recommend Sergeant Thomas J. Rizzuto, ASN 32829639, for promotion to Staff Sergeant.

2. Sergeant Rizzuto has been in his present grade since 22 August, 1943. He has been chief clerk in the Education Subcommittee since it was first organized in Sicily. He has been repeatedly recommended for promotion both by my predecessor and by me.

3. Sergeant Rizzuto has been in charge of the organization and administration of the Headquarters office since the beginning, when the Education Subcommittee was first being formed in Sicily. He has familiarized himself with all necessary forms and procedures, has had charge of the employment and supervision of a sizable civilian staff and of other EM, has handled all office routine, has supervised filing, and in general has been an invaluable aid to the efficiency of the Headquarters office. Only those familiar with the confusion and shortage of help in the early days, and the frequent shifts in policies and procedures of AC during the past year and a half can appreciate fully the obstacles that have had to be overcome and the value of a man who has kept order amid chaos and has kept up-to-the-minute in his handling of the innumerable and variegated details of running a headquarters office.


CARLETON W. WASHBURNE
Lt. Col., A.U.S.
Director of Education.

3435

file

10. Beginning when the Education Subcommittee was first being formed in Sicily, Rismuto has been in charge of the organization and administration of the Headquarters office. He has familiarized himself with all necessary forms and procedures, has had charge of the employment and supervision of a sizable civilian staff and of other RM, has handled all office routine, has supervised filing, and in general has been an invaluable aid to the efficiency of the Headquarters office. Only those familiar with the confusion and shortage of help in the early days, and the frequent shifts in policies and procedures of AG during the past year and a half can appreciate fully the obstacles that have had to be overcome and the value of a man who has kept order amid chaos and has kept up-to-the-minute in his handling of the innumerable and variegated details of running a headquarters office.
11. Sgt. Rismuto has been in charge of the headquarters office of the Education Subcommittee from its inception in Sicily. He has shown powers of organization, skill in the selection and supervision of his staff, efficiency in keeping abreast of frequent changes of procedure, intelligent interest in his work. He has been an invaluable aid to the effectiveness of the administration of the headquarters office.



CARLETON W. WASHBURN
Director of Education
Lt. Col., A. U. S.

28 May, 45

1-3
REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
Administrative Section

12 March 1944

Subject: Re-assignment of Enlisted Man.

To : C-1, Hq. ACC APO 394.

1. It is requested that Sgt. Thomas J. Rizzuto, (A) 32829639 permanently assigned to Education Sub-Commission, Naples, be reassigned to Education Sub-Commission Salerno where he is at present on temporary duty.

H. A. PERSELL,
Major Infantry.
For VP Adm Sec.

INFO TO ED.
3433

HEADQUARTERS ALLIED COMMISSION
Education Subcommittee
APO 394

ED/LC/1.3/AC

Tel. 489081-236

SUBJECT: Military Occupational Specialization
Rating of Enlisted Men.

TO : Commanding Officer,
Hq. Co., 2675th Regiment (Ovhd),
Allied Commission.

17 February 1945

1. I find that Sergeant Thomas J. Rizzuto, ASN 32829639, Enlisted Man assigned to this Subcommittee is classified as clerk-typist 405.

2. May I call your attention to the fact that this classification is not in accord with Sergeant Rizzuto's duties, responsibilities, and capacities? He has been in this Subcommittee since October, 1943, and has acted as Chief Clerk, many of his duties corresponding to those which would ordinarily be assigned to an adjutant.

3. Sergeant Rizzuto is intelligent, efficient, and responsible. He is in charge of an office force consisting of an Enlisted Man and half a dozen Italian civilian typists, interpreters, etc., whom he handles with executive skill.

4. It is therefore strongly recommended that his classification be changed to Administrative non-commissioned officer 502.

5. Please place attached copy of this letter in his 201 file.

CARLETON W. WASHBURN
Major, A.U.S.
Director of Education

3432

HEADQUARTERS
ALLIED COMMISSION
Education Subcommittee

6 November 1944

SUBJECT: PROMOTION OF SERGEANT RIZZUTO.

TO : G-1, AMERICAN.

1. Upon retiring from the Directorship of this Subcommittee and leaving the Theatre, let me recommend once more the promotion to Staff Sergeant of Sergeant Rizzuto.
2. Sergeant Rizzuto has faithfully served this Subcommittee from its early days in Sicily. He has been both intelligent and hard-working and has won the right to be promoted.

T.V. SMITH
Lt.Col., AUS
Retiring Director

0 3 0 2