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New York Airways Collection - Manuals, Stewardess Manual (1 of 2), 1962

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NEW YORK AIRWAYS, INC.
STEWARDESS MANUAL
SECTION - ADMINISTRATIVE POLICIES
CHAPTER - STEWARDESS ADMINISTRATIVE POLICIES

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A. General

1. A stewardess is required to follow all policies to the best of her ability pertaining to: hours of service, sick leave, traveling expenses, uniforms, vacations, leaves of absence, training, seniority, flying assignments, physical exams, grooming standards, passenger service, and emergency procedures.

2. A stewardess is subject to dismissal for failure to maintain a clean and neat appearance at all times while on duty. If her weight exceeds standard limitations from the time of her employment, she will be told to lose it within a reasonable specified time. If this is not corrected, she will automatically be suspended until she has corrected the weight situation. Continued abuse of the weight regulation will be grounds for immediate dismissal.

3. A stewardess must maintain a pleasant personality at all times while on duty. Rudeness to any passenger is grounds for dismissal.

B. STEWARDESS QUALIFICATIONS

1. Unmarried

2. Age: Minimum - 19 years old

3. Height: 5'1" to 5'5" inclusive

4. Weight: In proportion with height, maximum 125 lbs.; Minimum 100 lbs.

5. Education:

a. Two years of college or equivalent business experience with public contact work, professional sales work.

b. High school graduate with extensive business experience working with public.

6. Vision: 20/50 or better. No glasses or contact lenses permissible.

7. Must keep up with current events by reading daily newspapers and magazines.

Issued by
Sales & Service Dept. Effective: 2-1-62 Revision No.

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