

ADMINISTRATIVE PROFESSIONALS WEEK

WHEREAS, administrative professionals play an essential role in coordinating the office operations of businesses, educational institutions, and other organizations; and

WHEREAS, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service, and other vital office management responsibilities; and

WHEREAS, Administrative Professionals Week is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and is sponsored by the International Association of Administrative Professionals; and

WHEREAS, the theme of Administrative Professionals Week 2010 is "Power of Commitment," reflecting how today's career-minded administrative professionals are advancing their careers and the profession as a whole by a commitment to improve and expand their skills.

NOW, THEREFORE, I, Elaine M. Scruggs, Mayor of the City of Glendale, Arizona, on behalf of the City Council, do hereby proclaim the week of April 18-24, 2010 as:

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and Wednesday, April 21, 2010 as Administrative Professionals Day, saluting the valuable contributions of administrative professionals in the workplace. And, I call on all employers to support continued training and development for administrative staff, recognizing that a well-trained workforce is essential for success in today's business world.

In Witness Thereof, I have hereunto set my hand this 21st day of April 2010.