

OFFICE OF THE MAYOR, CITY OF GREENVILLE

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

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;

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[®] (IAAP[®]);

WHEREAS, the 2011 Administrative Professionals Week theme is "This Year Celebrate All Office Professionals." This theme is in honor of all office professionals that have pulled together during the economic downturn; and

WHEREAS, the International Association of Administrative Professionals Day Breakfast will be held by the IAAP Greenville Chapter, at the Brook Valley Country Club on Wednesday, April 27, 2011.

NOW, THEREFORE, I, Patricia C. Dunn, Mayor of the City of Greenville, North Carolina, do hereby proclaim April 27, 2011 as

ADMINISTRATIVE PROFESSIONALS DAY

FURTHER, I proclaim the week of April 24-30, 2011 as

ADMINISTRATIVE PROFESSIONALS WEEK

in Greenville saluting the valuable contributions of administrative professionals in the workplace. 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.

This 21st day of April, 2011.

Patricia C. Dunn, Mayor