



CITY OF SEBASTOPOL

Proclamation

Proclaiming April 26, 2023 as National Administrative Professionals Day

WHEREAS, National Administrative Professionals' Day, recognizes the professionals who keep an office running smoothly every day; and

Whereas, Administrative professionals play an essential role in coordinating the office operation of businesses, government, educational institutions, and other organizations; and

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

Whereas, the day in the life of an administrative professional is varied from moment to moment. While organization is key to their success, their flexibility and ability to handle the unexpected make them valuable to any business; and

Whereas, Administrative Professionals Day is observed annually in workplaces around the world to recognize the important contributions of administrative support staff; and

Whereas, Administrative Professionals Day celebrates and sheds light on administrative professionals' devoted and valued work.

NOW, THEREFORE, BE IT PROCLAIMED THAT I, Neysa Hinton, Mayor of the City of Sebastopol, on behalf of the entire City Council, do hereby proclaim that April 26, 2023, shall be known as "Administrative Professionals Day", saluting all of the amazing administrative professionals who positively contribute to offices within this community, as well as dedicate themselves to the administrative profession.

IN WITNESS WHEREOF, I have hereunto set my hand and the Great Seal of the City of Sebastopol this 18th day of April, 2023.