



**CITY OF ROCHELLE, ILLINOIS
OFFICE OF THE MAYOR
PROCLAMATION**

**ADMINISTRATIVE PROFESSIONALS WEEK
APRIL 24 - APRIL 30, 2011**

WHEREAS, Administrative professionals play an essential role in coordinating the office operations 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, 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 2011 is “**This Year Celebrate All Office Professionals**” reflecting how, due to the recent downturn in the economy and the extra workload carried by all office professionals in workplaces around the globe administrative professionals worldwide open this year’s celebration to all office professionals, and

NOW THEREFORE, I, Chet Olson, Mayor of the City of Rochelle, hereby proclaim the week of April 24-30, 2011 as **Administrative Professionals Week**, and Wednesday April 27th as Administrative Professionals Day, saluting the valuable contributions of administrative professionals and all office 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.

Dated this 25th day of April 2011.

Chet Olson, Mayor

Attest: _____
Bruce McKinney, City Clerk

