



# Proclamation

## Administrative Professionals Day

April 23, 2025

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

**Whereas**, administrative professionals are vital contributors in today's team-oriented work environment and are key front-line public relations ambassadors for their 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 most importantly, have the willingness to learn and accept new challenges; and

**Whereas**, Administrative Professionals Day 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

**Now, Therefore**, I, Gary Singh, Mayor of the City of Manteca, on behalf of City Council, do recognize and extend appreciation to our dedicated and skilled staff and hereby proclaim April 23, 2025, as "Administrative Professionals Day".

**DATE:** April 15, 2025

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Mayor Gary Singh