

Introduced: 1/24/86
Referred: Labor & Commerce

1 IN THE HOUSE

BY MARTIN

2

HOUSE CONCURRENT RESOLUTION NO. 40

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IN THE LEGISLATURE OF THE STATE OF ALASKA

4

FOURTEENTH LEGISLATURE - SECOND SESSION

5

Relating to Certified Professional

6

Secretaries.

7 BE IT RESOLVED BY THE LEGISLATURE OF THE STATE OF ALASKA:

8 WHEREAS the Certified Professional Secretary program offers a signifi-
9 cant, measurable, and attainable goal for career-oriented secretaries who
10 seek to be identified as exceptional and the assurance that comes from
11 having met an accepted professional standard; and

12 WHEREAS the Certified Professional Secretary examination is based on
13 an analysis of secretarial work and emphasizes judgment, understanding, and
14 administrative ability gained through education and work experience by
15 testing skills, techniques, and knowledge of behavioral science in busi-
16 ness, business law, economics and management, accounting, office adminis-
17 tration and communication, and office technology; and

18 WHEREAS secretaries who attain the Certified Professional Secretary
19 rating have demonstrated outstanding knowledge and skills by successfully
20 completing the two-day, six-part examination; and

21 WHEREAS Alaska has the highest per capita number of Certified Profes-
22 sional Secretaries in the nation;

23 BE IT RESOLVED by the Alaska State Legislature that public and private
24 employers are encouraged to recognize the accomplishments of employees
25 holding Certified Professional Secretary ratings by providing salary in-
26 creases, preference for promotion, and other appropriate rewards.