



United Way Glenelg

## ***MEDIA RELEASE***

*Tuesday 19 March 2019*

### **SOUTH WEST TAFE 2019 ADMINISTRATIVE PROFESSIONAL OF THE YEAR & 2019 EMERGING ADMINISTRATIVE PROFESSIONAL OF THE YEAR (NEW AWARD)**

Often the person most taken for granted within any workplace is the person doing all the administration, yet they are actually the backbone of any organisation. She or he usually has their finger on the pulse and keeps track of all the minute details that make a business run smoothly. And very often their dedication extends outside their workplace into involvement in some way with the community.

For the first time, South West TAFE are sponsoring the Emerging Administrative Professional of the year. This award is to encourage and support emerging administrative staff who have been in the position for 12-18 months.

To celebrate these unsung heroes, United Way Glenelg in conjunction with South West TAFE is calling for nominations for the **2019 Administrative Professional of the Year** and **2019 Emerging Administrative Professional of the Year**.

The award is presented at the annual Administrative Professionals Breakfast, Friday 3 May 2019 at Portland Golf Club.

**NOMINATIONS CLOSE FRIDAY 19 APRIL 2019.** <http://www.unitedwayglenelg.com.au/administrative-professional-of-the-year-nomination-form.html>

If you're interested in receiving more information on how to nominate please contact Nicole Carr on 0410 513305 [mail@unitedwayglenelg.com.au](mailto:mail@unitedwayglenelg.com.au)

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*Photo: 2018 Nominees; Janine Marra, Jess Hallinan, Kim Bailey and Rhona Finch.*