

SECRETARIAL

Meaning: Secretarial refers to tasks or skills related to administrative support, including managing office duties, organizing meetings, and maintaining records.

1. The company is looking to hire a new secretarial assistant to manage the office's administrative tasks.
2. Her secretarial skills were evident as she efficiently organized meetings and maintained records.
3. He enrolled in a secretarial studies program to improve his typing and organizational abilities.
4. The secretarial pool was instrumental in ensuring that all paperwork was completed on time.
5. She attended a workshop to enhance her secretarial skills and learn the latest office software.

Source: sentences.whatistheurl.com

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