

# Executive Secretary To Superintendent Interview Questions

with time like many titles the term was applied to more and varied functions leading to compound titles to specify various secretarial work better like general secretary or financial secretary

the meaning of secretary is one employed to handle correspondence and manage routine and detail work for a superior how to use secretary in a sentence

secretary definition a person usually an official who is in charge of the records correspondence minutes of meetings and related affairs of an organization company association etc see

secretary meaning 1 someone who works in an office writing letters making phone calls and arranging meetings for learn more

definition of secretary noun from the oxford advanced learner s dictionary a person who

works in an office working for another person dealing with mail and phone calls keeping records arranging

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dec 10 2025 learn about the responsibilities of a secretary and the essential tasks they perform as part of carrying out important secretarial duties

secretary comes from latin meaning confidential officer and first denoted a person such as a confidant entrusted with private or secret matters it should be pronounced sek ruh tair ee

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