



Press Release

City of Edmonds

Mayor David O. Earling

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(Edmonds – WA) The City of Edmonds' Mayor Dave Earling has named Carolyn LaFave as his Executive Assistant. Carolyn will begin her new job at City Hall on December 27, 2011.

When Mayor Earling was sworn in, one of his first requests was to open up the position of Executive Assistant, to ensure a fair and equitable recruitment process. The City of Edmonds received 127 applications for this position. Based on the minimum qualifications and the preferred skills criteria, this was narrowed down to 25. Mayor Earling then narrowed this down to interview 6 very qualified applicants.

Carolyn LaFave has what it takes to be the Executive Assistant to the Mayor. She most recently has worked for the Edmonds Chamber of Commerce in various positions, the latest being the Public Relations and Marketing Manager. She has significant work experience as an office administrator, bringing key skills to work as an Executive Assistant. She comes highly regarded from many in the community, and has the professional decorum, a strong work ethic, and the public relations skills it takes to serve the citizens of Edmonds.

“Carolyn will be a great addition to the staff at City Hall. She has excellent experience and community relationships that will help smooth the transition in the Mayor's office”, stated Mayor Earling.



Mayor Earling will start Carolyn at the lower end of the salary range at \$64,500 annually.