

Rebecca Proctor



Position

Executive Assistant

Profile

Rebecca Proctor is an experienced Executive Assistant at the Eaton Public Library with expertise in scheduling, excel, SharePoint, and office management. She is also a notary and a proud mother of three children. Having lived in Eaton for 16 years, she loves her community and is committed to serving its citizens to the best of her ability. Rebecca is highly organized, detail-oriented, and dedicated to excellence, playing a vital role in ensuring the library runs smoothly. Outside of work, she enjoys spending time with her family and engaging in community activities.

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