

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Rebecca Hessing
ADDRESS: Allen, TX
POSITION: Administrative Assistant
DEPARTMENT: Academic Affairs, CPC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/15 - 01/17	Secretary PT
Gibbs Nolte Robison Rose, PLC	08/12 - 12/13	Legal Assistant
	01/12 - 08/12	Receptionist
Amoco Corporation	06/81 - 03/97	Administrative Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2015	A.S., Sciences