

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Terry Blevins
ADDRESS: Trenton, TX
POSITION: Administrative Assistant
DEPARTMENT: Law Enforcement Academy, PSTC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/17 – 09/18	Division Secretary
Collin College	09/12 – 06/17	Law Enforcement Assistant
Collin College	10/98 – 08/12	Clerk, Typist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2007	B.A.S., Applied Technology and Performance Improvement
Collin College	2004	A.A.S., Office Administration
Collin College	1994	Office Administration Certificate