

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Krystal Grimes
ADDRESS: McKinney, TX
POSITION: Administrative Assistant
DEPARTMENT: Health Sciences (Dental Hygiene), CPC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
KG Virtual Services	02/13 - Present	Founder/Chief Creative Officer
Cedar Creek High School	08/11 - 04/12 08/10 - 08/11	Career Advisor Attendance Clerk
MSC Industrial Supply Company	10/07 - 08/10	Customer Service Representative

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Kennesaw State University	2007	B.B.A., Business Management