

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Holly Stone
ADDRESS: Farmersville, TX
POSITION: Manager, Center of Academic Assistance
DEPARTMENT: Academic Affairs, CPC

SELECTED EXPERIENCE

| <u>Employer</u> | <u>Date</u> | <u>Position</u> |
|---------------------------------|--------------------|---|
| Collin College | 02/10 - 12/14 | Manager, Center for Academic Assistance – Part time |
| | 10/98 - 02/10 | Academic Advisor |
| City of Frisco, Fire Department | 06/07 - 04/08 | Senior Administrative Assistant to the Fire Chief |
| The Kaufman Company, Inc. | 03/01 - 06/07 | Assistant to the CEO/Production Manager |
| Lattimore Materials | 01/99 - 01/01 | HR Assistant, Benefits |

EDUCATION

| <u>School</u> | <u>Date</u> | <u>Course/Degree/Certification</u> |
|----------------------|--------------------|---|
| National University | 1998 | M.A., Management |
| Texas A&M Commerce | 1996 | B.S., Business Administration & Health |
| Collin College | 1994 | A.A., General Studies |