

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Jennifer Wright
ADDRESS: Leonard, TX
POSITION: Buyer
DEPARTMENT: Purchasing, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	02/16 – 07/16	Coordinator, Purchasing
	09/15 – 02/16	Purchasing Systems Specialist
TAPS	08/11 – 08/15	Procurement Officer
Grayson County College	03/07 – 03/11	Grant Specialist
First Baptist Church	08/05 – 03/07	Secretary, PT
D. Kent Lashley, CPA	09/06 – 11/06	Bookkeeper, PT

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M Commerce	2012	B.A.A.S., Applied Arts & Sciences
Grayson County College	2006	A.A.S., Accounting
UPPCC	2013	Certified Public Procurement Office