

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Amy Williams

**ADDRESS:** Richardson, TX

**POSITION:** Administrative Assistant (Temporary)

**DEPARTMENT:** Admissions and Records, SCC

***SELECTED EXPERIENCE***

<b><u>Employer</u></b>	<b><u>Date</u></b>	<b><u>Position</u></b>
Temps of McKinney	06/14 - 08/17	Degree Plan Assistant (Collin College)
Collin College	08/11 - 05/14	Administrative Assistant
The University of Texas at Dallas	03/08 - 02/11	Secretary III
Collin College	07/03 - 02/08	Admissions and Records Assistant

***EDUCATION***

<b><u>School</u></b>	<b><u>Date</u></b>	<b><u>Course/Degree/Certification</u></b>
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