

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Jana Nixon  
**ADDRESS:** Carrollton, TX  
**POSITION:** Business Development Representative  
**DEPARTMENT:** Corporate College, Courtyard Campus

***SELECTED EXPERIENCE***

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/17 – 06/20	Program Career Coach Workforce
West Texas A&M University	06/13 – 07/16	Student Employment Coordinator
Milan Institute	10/10 – 04/13	Instructor
Champlain College	11/03 – 12/10	Senior Career Advisor

***EDUCATION***

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Austin	1980	B.J., Journalism