

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Kelly Rossato
ADDRESS: Plano, TX
POSITION: Executive Assistant
DEPARTMENT: Vice President/Provost Office, SCC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/16-05/18	Executive Assistant
Collin College	02/15-05/16	Administrative Assistant, Part-time
Collin College	07/13-01/15	Division Secretary, Part-time
Collin College	08/12-06/13	Secretary, Part-time
Uldrich Integris Media, Inc.	09/08-04/09	Office Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Stephen F. Austin State University	1987	B.A., Communications