

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Traci Bunch
ADDRESS: Muskogee, OK
POSITION: Division Secretary
DEPARTMENT: ACCESS, SCC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Northeastern State University	07/12 - 10/13	Staff Assistant
Communication Art & Theatre	01/11 - 07/12	Secretary
Barnes and Noble	06/09 - 01/11	Bookstore Assistant
Riverhawk Shoppe	06/08 - 06/09	Office Supply Manager
Boynton-Moton Schools	07/07 - 06/08	Secretary/Office Assistant/Treasurer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Northeastern State University	2013	M.S., Higher Education Leadership
Northeastern State University	2007	B.A., Psychology
Oklahoma	2015	Notary Public