

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Renee Long
ADDRESS: Prosper, TX
POSITION: Executive Assistant
DEPARTMENT: Vice President/Provost Office, PRC

SELECTED EXPERIENCE

| <u>Employer</u> | <u>Date</u> | <u>Position</u> |
|-------------------------|---|--|
| Collin College | 08/13 - 12/14 08/12 - 07/13 | Administrative Assistant, Part-time Data Clerk |
| Mascot Construction | 03/12 - 05/12 | Administrative Assistant |
| Elgin Community College | 10/05 - 06/10 | Testing Office Assistant |
| National Semiconductor | 07/95 - 03/97 07/93 - 07/95 04/92 - 06/93 | Business Analyst Contract Account Manager Administrative Assistant |
| Medallion Mortgage | 04/91 - 03/92 | Junior Accountant |

EDUCATION

| <u>School</u> | <u>Date</u> | <u>Course/Degree/Certification</u> |
|---|--------------------|---|
| California State University, San Bernardino | 1991 | B.A., Economics |