

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Jennifer Wright
ADDRESS: Leonard, TX
POSITION: Contract Administrator
DEPARTMENT: Purchasing, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/16 – 10/19	Buyer
Collin College	02/16 – 07/16	Purchasing Coordinator
Collin College	09/15 – 02/16	Purchasing System Specialist
TAPS Public Transit	07/13 – 08/15	Procurement Manager
TAPS Public Transit	08/11 – 07/13	Procurement Officer/Fiscal Assistant
Grayson County College	03/07 – 07/11	Grant Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M Commerce	2013	B.A., Arts and Applied Science
Grayson County College	2006	A.A., Applied Science, Accounting
Grayson County College	2005	Accounting Certificate