

Certified Dental Assistant with 10+ years of experience in preventative dentistry services, crown polishing, and maintaining confidential records. Looking to apply my expertise in dental practice operations and management to fulfill the role of Senior Dental Assistant. Possesses knowledge of Dentrix software and is bilingual in French and English.

WORK EXPERIENCE

Dental Assistant Sep 2018 - Present

Smiles Surgery, Newark, NJ

- Maintain a sterile, clean, and pleasant environment where patients feel comfortable
- Perform pre- and post-operative preventative dentistry services for 20+ hospitalized surgical patients each week
- Evaluate overall oral health, examining oral cavity for signs of periodontal disease of possible cancers, including oral lesions, bleeding and recessed gums, and sores
- Obtain current lab reports to decide whether patients are medically cleared for dental prophylaxis

Dental Assistant Jun 2012 - Sep 2018

Wide Open Dentistry, Newark, NJ

- Implemented Dentrix management software into the office to streamline the organization of 1,000+ patients medical histories into a more efficient reporting system to increased office productivity by 20%
 - Counseled and educated patients on proper oral hygiene and nutrition
 - Performed preventative dental maintenance of severely mentally/physically handicapped patients
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EDUCATION AND QUALIFICATIONS

Registered Dental Hygienist 2013

Newark

X-Ray Certified 2013

Newark

Bachelor of Science in Dentistry 2012

University of New Jersey, Newark, NJ

SKILLS

Written and verbal communication Expert

Dexterity Expert

X-ray processing Expert

Multitasking Expert

Problem solving Expert

REFERENCES

Carson Banks Smiles Surgery

Available on request

Brenda Hatcher Smiles Surgery

Available on request

Trayvon Elliot Smiles Surgery

Available on request