# NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

## Profile

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## Experience

**Certified Dental Assistant** - Company / Location
*2020 to present*
- Organized treatment rooms by following prescribed procedures and guidelines.
- Evaluated vitals and collected patient medical history before procedures.
- Performed digital imaging on patients.
- Completed radiographic studies on patient scans to help prepare for treatment.
- Fabricated temporary restoration materials for fillings and cleanings.

**Dental Assistant** - Company / Location
*2018 to 2020*
- Cleaned and polished removal appliances daily.
- Helped the dentist deal with medical emergencies using CPR certification.
- Sterilized medical instruments and delivered them to the treatment room.
- Greeted patients and collected their medical histories.
- Carried out palliative care for 10 patients by placing a sedative filling.

**Project Experience**
- **Community Dental Drive:** volunteered in several campaigns to promote oral health.
- **The Role of Sanitary Conditions in Dentistry:** reduced waste and contamination by 70%.
- **Sterilization of Oral Equipment:** demonstrated the sterilizing ability of 10 different solvents.

## Education

**Dental Assisting Degree -** Montgomery Community College
*MONTH YEAR*
- GPA: LIST
- AWARD
- AWARD

**DEPARTMENT -** SCHOOL
*May 2009*
- GPA: LIST
- AWARD
- AWARD

## Skills

**Expertise**
- Endodontics
- Knowledge of dental and medical terminology
- Preliminary oral health exams
- Interpersonal communication
- Electronic Medical Records (EMR)

**Licenses & Accreditations**

**Licenses Licenses & Accreditations**
- DANB Certified Dental Assistant (CDA)
- Coronal Polishing
- BLS (ARC)