



# Leah O'Brien

## Certified Dental Assistant

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### STRENGTHS

- 👤 **Patient-Centric Approach**  
Consistently focused on enhancing patient comfort and safety, fostering trust in clinical settings.
- 👥 **Collaboration Skills**  
Frequently worked alongside dentists encouraging teamwork for improved patient outcomes; collaborative efforts valued.
- 🛡️ **Regulatory Compliance**  
Ensured adherence to OSHA standards and infection control practices, maintaining high safety levels in operations.
- 💬 **Communication**  
Communicated effectively with patients while documenting thoroughly, creating well-detailed medical histories.
- 🔄 **Adaptability**  
Navigated fast-paced environments capably, adjusting priorities to meet urgent patient needs efficiently.

### SKILLS

- Infection Control
- Patient Care
- Sterilization Procedures
- Dental Radiography
- Inventory Management
- CPR
- OSHA Compliance
- Four-Handed Dentistry
- Restorative Functions
- Emergency Response
- Documentation Skills
- Clinical Techniques
- Teamwork
- Patient Interaction

### SUMMARY

Dedicated dental assistant passionate about patient care and comfort in clinical settings. Trained proficiently in restorative functions, infection control measures, and key dental procedures. Adept at executing four-handed dental techniques while ensuring sterile environments for enhanced safety and efficiency. Recognized for effective collaboration with dentists to support optimal patient outcomes. Actively engaged in documentation processes, including medical histories and SOAP notes, reinforcing comprehensive patient management practices. Ready to contribute valuable skills and commitment to a thriving clinic environment.

### EDUCATION

#### Associate of Science in Dental Assisting

Jacksonville Community College 🎓 GPA: 3.8 📅 2026 📍 Jacksonville, FL

**Coursework:** Dental Materials, Infection Control, Clinical Procedures, Patient Management

### TECHNICAL SKILLS

- **Diagnostic Imaging:** X-rays, Panoramic Radiographs, Cephalometric X-rays
- **Sterilization Equipment:** Autoclave, Ultrasonic Cleaner, Disinfectants
- **Patient Care Software:** Dentrix, Eaglesoft, Open Dental
- **Dental Tools:** Knives, Scalers, Syringes
- **Dental Treatment Methods:** Root Canal Therapy, Crowning, Fillings
- **First Aid and Emergency Procedures:** CPR Techniques, Emergency Protocols, Incident Reporting
- **Record Keeping Standards:** SOAP Notes, Medical History Documentation, Treatment Plans
- **Oral Hygiene Education:** Patient Instructions, Preventive Care Basics, Follow-Up Care Tips
- **Infection Control Policies:** PPE Guidelines, Infection Control Training, Biomedical Waste Disposal
- **Team Collaboration Platforms:** Slack, Microsoft Teams, Zoom

### EXPERIENCE

#### Dental Assistant Intern

University Project 📅 January 2026 - Present 📍 Jacksonville, FL

Role involves comprehensive support within a university dental clinic focused on hands-on experience through expanded duties. Demonstrated ability to maintain compliance with clinical standards while providing essential assistance during various dental procedures.

- Executed expanded duties such as polishing clinical crowns and fluoride treatments as part of training.
- Assisted supervising dentists using four-handed dental techniques during restorative functions.
- Developed proficiency in sterilization procedures, adhering strictly to OSHA guidelines.
- Engaged in direct patient interactions, meticulously documenting medical histories and SOAP notes.
- Participated in emergency drills, improving readiness to respond effectively in clinical scenarios.
- Managed inventory, ensuring sufficient supplies and equipment were available for daily operations.

#### Dental Care Research Assistant

Academic Research 📅 September 2025 - December 2025 📍 Jacksonville, FL

Focused on researching innovative patient care methods, contributing to the academic community's understanding of dental treatment outcomes. Facilitated collaboration between faculty and students to enrich educational experiences.

- Collaborated with faculty for research on patient care methods and dental treatment outcomes.

Equipment Maintenance

Data Analysis

## LANGUAGES

English

Native

Spanish

Proficient

## MY CAREER



● Dental Assistant Intern at University Project (6 Months)

● Dental Care Research Assistant at Academic Research (3 Months)

- Assisted in data collection and analysis emphasizing infection control standards and patient satisfaction.
- Contributed to presentation materials for academic conferences, effectively showcasing findings.
- Conducted laboratory practices involving preparation of dental materials and observing sterilization techniques.
- Helped instruct junior students in dental procedures, reinforcing knowledge through mentorship.
- Maintained organized research records contributing to the completion of significant study reports.

## LEADERSHIP & AWARDS

- Dean's List, Jacksonville Community College, 2025
- Outstanding Academic Achievement in Dental Assisting, 2025

## CERTIFICATIONS

- Florida Radiology Certificate 📅 2026
- CPR Certification 📅 2026
- Expanded Duty Certificate 📅 2026

## PROFESSIONAL AFFILIATIONS

- Member, Dental Assisting Student Association
- Volunteer, Local Health Fairs and School Dental Presentations

## ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

AVAILABLE ON REQUEST