

STRENGTHS

- Communication Skills**
Gained patient trust swiftly, improving compliance and reducing anxiety during treatments.
- Collaboration**
Partnered successfully with dental teams, building cohesive efforts resulting in enhanced care.
- Patient Advocacy**
Actively supported patients' needs, guiding them towards informed choices about their oral health.
- Infection Control**
Implemented robust sterilization protocols, ensuring a safe environment for both staff and patients.
- Time Management**
Exceeded workflow targets consistently while maintaining high-quality patient interactions.

SKILLS

Dental Assisting	Patient Education
Infection Control	X-ray Certification
Team Collaboration	
Time Management	Patient Care
Oral Hygiene Training	
Technical Skills	Data Entry
Research Analysis	
Presentation Skills	
Administrative Support	
Customer Service	Problem Solving

LANGUAGES

English	Native
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SUMMARY

Compassionate Dental Assistant with 2+ years of experience enhancing patient care while supporting clinical operations. Skilled in fostering relationships with patients through effective communication, ensuring a comfortable environment. Adept at collaborating with dental teams to facilitate seamless treatment delivery and maintain infection control. A commitment to ongoing learning drives personal and team growth. Proficient in taking dental x-rays and developing educational materials that empower patients on oral hygiene best practices. Eager to contribute to Aspen Dental's mission of providing exceptional healthcare to all patients. Enthusiastic about advancing skills in a vibrant professional setting.

EXPERIENCE

Dental Assistant

University Project January 2025 – June 2026 Remote

- Supported simulated dental clinics focused on enhancing patient care during treatment procedures. Collaborated effectively with peers to establish efficient workflows and maximize positive patient interactions. Engaged in patient education initiatives emphasizing essential oral hygiene techniques for better health outcomes. Demonstrated technical competencies by taking dental radiographs, adhering strictly to safety protocols during the process. Managed infection control measures actively through sterilizing tools pre-and post-procedures. Assisted in documenting treatment notes and facilitated discussions on patient progress within practice settings.
- Ensured patient comfort during a range of treatment activities, establishing trust quickly.
 - Documented accurate patient information to enhance service quality and continuity.
 - Developed educational content promoting oral hygiene strategies tailored to diverse demographics.
 - Assisted dentists during varied procedural activities with an eye for detail and precision.
 - Adapted rapidly to various clinical scenarios, demonstrating flexibility within fast-paced environments.
 - Collaborated with dental teams achieving efficiencies leading to improved patient satisfaction.

Dental Research Assistant

Academic Research September 2024 – December 2025 Remote

- Conducted research focusing on impacts of dental hygiene practices on overall oral health standards. Secretarial support along with data evaluation showcased operational efficiency across multiple academic projects. Created stimulating dialogue within research groups aiming for methodological innovation while presenting insights clearly during academic forums. Assisted in preparing analytical reports, showcasing persistence and meticulous attention necessary for executing high-quality studies. Fostered community outreach programs based on empirical results derived from conducted investigations.
- Collected qualitative and quantitative data contributing to expansive research on dental health.
 - Engaged faculty and student groups fostering brainstorming sessions, enhancing project vitality.
 - Presented research findings articulately at panel discussions, acknowledging feedback from peers.
 - Produced materials used in local outreach expanding community awareness concerning dental hygiene issues.
 - Supported resolution of administrative challenges enhancing overall research effectiveness.
 - Contributed significantly to actual presentations receiving accolades for clarity and creativity.

LEADERSHIP & AWARDS

- Recipient, Clinical Excellence Award, 2025
- Honors Graduate, University of Pittsburgh, 2024

MY CAREER



- Dental Assistant at University Project (1.4 Years)
- Dental Research Assistant at Academic Research (1.2 Years)

EDUCATION

Bachelor's Degree in Dental Hygiene
University of Pittsburgh 🎓 GPA: 3.8 📅 2024 📍 Pittsburgh, PA
***Coursework:** Oral Biology, Community Dental Health, Preventive Dentistry, Dental Practice Management*

CERTIFICATIONS

- Certified Dental Assistant (CDA) 📅 2024
- X-ray Certification 📅 2024

TECHNICAL SKILLS

- **Dental Technologies:** Digital X-ray Systems, Chairside Assistants, Sterilization Equipment
- **Clinical Procedures:** Oral Examinations, Restorative Treatments, Preventive Care
- **Patient Management Systems:** EHR Software, Patient Scheduling Tools, Billing Software
- **Health & Safety Regulations:** OSHA Standards, Infection Control Protocols, HIPAA Compliance
- **Educational Resources:** Visual Aids, Infographics, Workshops
- **Research Methodologies:** Statistical Analysis Software, Surveys, Data Set Compilation
- **Professional Development:** Annual Conferences, Peer Networking, Continuing Education
- **Interpersonal Skills:** Active Listening, Empathy, Problem-solving
- **Office Administration:** File Management, Report Preparation, S.O.P. Drafting
- **Community Engagement:** Public Speaking, Volunteer Coordination, Workshop Facilitation

PROFESSIONAL AFFILIATIONS

- Member, American Dental Assistants Association (ADAA)
- Volunteer, Free Dental Clinics in Pittsburgh

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST