

# Dental Assistant

(555) 010-0000 · you@example.com · City, ST · linkedin.com/in/your-name

## Summary

Chairside dental assistant with four years in general and pediatric practices, certified in radiography, fluent in four-handed dentistry across restorative and surgical procedures, and reliable at keeping a two-operator flow on schedule.

## Experience

### Dental Assistant, Smile Family Dental Group

2022 – Present

*City, ST*

- Provide four-handed chairside support across restorative, crown-and-bridge, and surgical extractions, keeping two operatories turning over 25-plus patients a day.
- Capture and mount digital bitewing and panoramic radiographs under state radiography certification with minimal retakes.
- Sterilize instruments and run autoclave spore testing weekly, sustaining a perfect infection-control log through two OSHA reviews.
- Take alginate impressions, pour and trim models, and fabricate temporary crowns within expanded-function scope.
- Manage chairside charting and treatment notes in Dentrix and present post-operative instructions to patients clearly.
- Reduced average operatory turnover time by three minutes by reorganizing tray setups for the practice's top procedures.

### Dental Assistant, Pediatric, Bright Kids Pediatric Dentistry

2021 – 2022

*City, ST*

- Assisted pediatric restorative and sealant appointments, using tell-show-do techniques to calm anxious young patients.
- Applied fluoride varnish and placed sealants under the dentist's direction within state expanded-function rules.
- Maintained nitrous-oxide monitoring documentation and equipment checks per practice protocol.
- Coordinated recall scheduling that lifted six-month hygiene-visit rebooking by 14 percent.
- Took and processed pediatric radiographs using lead aprons and reduced exposure settings for small patients.
- Prepared and labeled study models and lab cases, tracking each through the outside lab to keep delivery on schedule.

## Education

### Dental Assisting Certificate

2020 – 2021

*Community Technical College — City, ST*

## Certifications & Licenses

State Radiography Certification · CPR/BLS · Coronal Polishing Certificate

## Skills

Four-handed dentistry · Dental radiography · Instrument sterilization · Impressions and temporaries-  
· Dentrix charting · Sealants and fluoride · Tray setup and operator prep · Patient comfort  
techniques · Infection control · Nitrous-oxide monitoring · Post-operative instruction · Recall  
scheduling support