

# Inescia White

Irving, TX 75061

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(972) 822-0140

Seeking Full-Time Position

Willing to relocate: Anywhere

## Work Experience

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### **Hostess**

chessecake factory - Southlake, TX

January 2016 to Present

- Greeting and seating guests depending on their preferences
- Inform servers when they have customers seated
- Organize stand and desk area
- Assist coordinating server table arrangements and seating of large parties
- Other duties as assigned

### **Cashier**

Marshall's - Grapevine, TX

August 2014 to Present

- Greet and assist customers with inquiries
- Process cash, check, and credit card payments
- Worked as part of team to assist and train other employees

### **Dental Assistant**

David Hageman Family Dentistry - Dallas, TX

April 2002 to October 2018

- Prepare work area for doctors, hygienists, and patients by laying out instruments and material
- Assist doctor with minor surgeries
- Assist hygienist with x-rays (standard and digital) and cleanings
- Sterilize dental instrument
- Answer phones, schedule appointments, and do follow up calls

### **Hostess**

Chills - Dallas, TX

September 1999 to August 2007

Greeting and seating guest cleaning and answering people and take reservation.

### **Production Associate**

Boeing - Corinth, TX

January 2001 to January 2002

- Work on wiring planes

- Assures that all work assigned performed in accordance of specifications in instructions duties.

## Education

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### **Dental Assisting**

ATI Career Training Center - Dallas, TX  
October 1998

John Tyler High School - Tyler, TX  
June 1997

## Additional Information

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Administrative: Microsoft Word 2007 and Soft Dent software  
Clinical: Chair side assistant, cement temporary crowns, root canal and cosmetic work (model preparation and alginate impressions) Digital X- Rays