

Inescia White

Irving, TX 75061

Whiteinescia@yahoo.com

(972) 822-0140

Seeking Full-Time Position

Willing to relocate: Anywhere

Work Experience

Hostess

chesseecake 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

Dental Assisting

ATI Career Training Center - Dallas, TX
October 1998

John Tyler High School - Tyler, TX
June 1997

Additional Information

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