

Lesly Fuentes Meza

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Los Angeles, Ca 90005

PROFILE

Seeking a permanent long term career in Dental Assistant with a company that will offer opportunities for growth and advancement. I am a fast learner and I welcome new challenges.

SKILLS

- Ability to distinguish the difference between teeth and the various tooth numbering systems
 - Ability to distinguish between indirect and direct restorations
 - Ability to identify dental restorative and specialty instruments
 - Achieved Basic Life Support (BLS)
 - AED Certified
 - Application of dental liners, bases and varnishes
 - Application of rubber dams, periodontal dressings, temporary restorations, temporary crowns and bridges
 - CPR Certified
 - Arranging and confirming appointments and schedules using Dentricks
 - Demonstrate and educate on proper tooth brushing and flossing techniques
 - Develop professionalism in the dental field and the different roles on a dental team
 - Understanding of instrument transfer, rotary instruments and four-handed dentistry
 - Understanding of health and oral implications of eating disorders
 - Trained in charting procedure, preparing patients and calling in prescriptions
 - Proficient in Microsoft Office Suite and Eagle Soft
 - Skilled in mixing dental materials, taking x-rays and working with dental dams
 - Proficient with 10 key data-input and office equipment operations
 - Produce an alginate impression and a bite registration
 - Preparation of the dental treatment room
 - Possess understanding of HIPAA regulations
 - Patient education and the goals of preventative dentistry
 - Oral evacuation and mouth rinsing
 - Mix impression materials, dental cements and dental stones
 - Manage multiple responsibilities and tasks efficiently
 - Knowledge of the concepts of sterilization, surface disinfection, sterilization of instruments, infection control protocols and placing surface barriers
 - Knowledge of HIPAA, OSHA and MSDS
 - Fluoride application
 - Familiarity with fluoride treatments and exposing film manually and electronically
 - Experience in sterilization procedures, vital signs and impressions and models
 - Excellent organizational skills and attention to detail
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EXPERIENCE

Starbucks Coffee: Customer Service (Los Angeles, CA)

June 2022 - Present

- Maintained working knowledge of restaurant's policies and procedures.
- Built and maintained internal and external customer satisfaction.
- Maintained high standards of customer service during high-volume, fast-paced operations.
- Communicated clearly and positively with coworkers and management.

EDUCATION

UEI College: Dental Assistant (Huntington Park, CA)

December 2022

CERTIFICATIONS

CPR & BLS (Basic Life Support): Huntington Park July 2022 - August 2022

REFERENCES

1. Deborah Cornejo (626) 407-8200 Email: cornejod@uei.edu
2. Ashleigh Moore (717) 894-6035
3. Jacqueline (323) 986-9998