

Lesly Fuentes Meza

(213)238-3601 or (717)522-9590- leslymeza3237@gmail.com

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 Dentrics
- 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

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