




KIVON RILEY

CERTIFIED DENTAL ASSISTANT TRAINEE

CONTACT

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(123) 456-7890 

Des Moines, IO 

[LinkedIn](#) 

[Github](#) 

CERTIFICATIONS

Iowa Dental Assistant
Trainee Certification

CPR Certification (ARC),
2020

EDUCATION

High School Diploma
Roosevelt High School
2016 - 2020
Des Moines, IO

CAREER OBJECTIVE

Certified Iowa Dental Assistant Trainee excited to help Community Health Centers provide five-star care to all patients. Dedication and an eagerness to learn have made me a valuable addition to my dental team throughout my young career.

WORK EXPERIENCE

Dental Assistant Trainee

Aspen Dental

2020 - current / West Burlington, IA

- Assisted the dentist during **75% of treatment procedures**
- Organized and disassembled **20+ weekly operatory post-treatments**
- Managed infection control by preparing and sterilizing 100% of instruments and equipment
- Coached patients with instructions for oral care following all dental treatment procedures
- Educated 120+ weekly patients on appropriate oral hygiene strategies to maintain oral health
- Managed 2 bi-weekly dental trainee lunches, as dental trainees gathered as a support network and knowledge repository

SKILLS

- Electronic Medical Records (EMR)
- Front-office Tasks
- Dental Instruments and Sterilization
- Spanish (bilingual)
- Microsoft Office (Word, PowerPoint, Excel)

ACTIVITIES

- President, Spanish Club (Roosevelt High School)
- Member, Roosevelt High School Varsity Soccer Team (2018 - 2020)