

# Kivon Riley

## Certified Dental Assistant Trainee

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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 the last two years.

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📞 (123) 456-7890

📍 Des Moines, IA

in [LinkedIn](#)

🐙 [Github](#)

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## Work Experience

### Aspen Dental

Dental Assistant Trainee

2021 - current | West Burlington, IA

- **Assisted the dentist during 135 procedures**
  - Organized and disassembled 20+ weekly operatory post-treatment tools
  - Managed infection control by preparing and sterilizing instruments and equipment
  - Coached patients with instructions for oral care following all dental treatment procedures
  - **Helped educate 30+ 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
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## Skills

- Electronic Medical Records (EMR)
  - Front-office Tasks
  - Examination, Extraction, Rotosonic, and Sterilization Tools
  - Spanish (Bilingual)
  - Microsoft Office (Word, PowerPoint, Excel)
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## Education

### High School Diploma

Roosevelt High School

2017 - 2021 | Des Moines, IA

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## Certifications

- Iowa Dental Assistant Trainee Certification
  - CPR Certification (ARC), 2020
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## Activities

- President, Spanish Club (Roosevelt High School)
- Member, Roosevelt High School Varsity Soccer Team (2020-2021)