

Callum Hawkins

Registered Dental Assistant

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Bismarck, ND
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WORK EXPERIENCE

Bismarck Advanced Dental & Implants

Dental Assistant

Bismarck, ND | 2020 - current

- Performed pre-appointment tasks, including preparing 350+ monthly patient charts, ordering medical records, and sterilizing tools
- Obtained special training to use 5 types of dental materials, including dental amalgam, composite, and impression materials
- Established sustainable onboarding programs, reducing the time to the first procedure by 33% for new dental assistants
- Scheduled appointments and surgeries for 22 daily patients on average

The Smile Center

Dental Assistant

Bismarck, ND | 2019 - 2020

- Performed digital imaging, prophylaxis, dental impressions, and sealant placement for 20+ daily patients
- Learned from 3 dentists how to perform fillings, root canals, extractions, crowns, and denture fittings
- Exposed and prepared 26 radiographic studies for dentists
- Collaborated with dentist to assist with procedures, reducing total appointment time by 34%

PROJECTS

Clinical Dental Assistant Externship

Prairie Rose Family Dentists

2018 - 2019

- Served under 4 dentists and 12 hygienists to treat 2.5K patients
- Communicated with patients and informed them of all procedures during appointments, receiving 99% positive reviews on voluntary surveys
- Collaborated with dental team to educate patients on proper dental hygiene, improving the adherence to 6-month cleaning plans by 12%

Dental Assistant Internship

701 Dental

Summer 2017

- Collaborated with 3 dentists and 6 dental assistants to treat patients, reducing patient wait times by 13 minutes
- Orchestrated patient experience improvement plan to streamline patient intake process and reduce patient anxiety
- Developed technical skills in 4-handed instrumentation techniques, improving efficiency by 22%

SKILLS

- Sterilization
- Dental Room Preparation
- Prophylaxis
- Radiographs
- Dental Impressions
- Customer Service
- Scheduling
- Verbal Communication

EDUCATION

Clinical Dental Assistant

Bismarck State College

2017 - 2018

Bismarck, ND

High School Diploma

Legacy High School

2013 - 2017

Bismarck, ND