Michelle Whitaker

Dental Assistant

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SUMMARY

Dental assistant with 5 years of experience in general and orthodontic practices, supporting up to 16 patients a day chairside. Cut turnover time between patients by 4 minutes through better tray setup, and trained 2 new hires on sterilization protocol. Comfortable with four-handed dentistry, digital x-rays and Dentrix scheduling.

EXPERIENCE

Dental Assistant — Bayshore Family Dental

Tampa, FL · Apr 2022 – Present

- Assist Dr. Patel chairside for up to 16 patients a day, covering fillings, crowns, extractions and root canals with four-handed technique.
- Reorganized tray setup and instrument staging, cutting average turnover time between patients from 12 to 8 minutes.
- Take and process digital x-rays for 90% of patient visits, flagging image quality issues before the dentist reviews them.
- Trained 2 new dental assistants on sterilization protocol and autoclave logs, passing every state infection-control inspection since.
- Manage same-day scheduling changes in Dentrix, filling an average of 5 last-minute cancellation slots a week.

Dental Assistant — Clearview Orthodontics

Tampa, FL · Jun 2019 – Mar 2022

- Assisted with bracket placement, wire changes and Invisalign fittings for a patient load of 25 to 30 a day during peak season.
- Took impressions and intraoral scans for 400+ patients a year, with a redo rate under 3%.
- Maintained sterilization logs and ordered supplies, keeping the operatory stocked without a single shortage flagged by the office manager.

SKILLS

Clinical: Four-handed dentistry, suction, impressions, intraoral scanning, digital x-rays, fluoride and sealant application

Sterilization: Autoclave operation, OSHA infection control, instrument tray setup, sharps handling

Software: Dentrix, Eaglesoft, Open Dental, basic insurance verification

Patient care: Chairside comfort, pediatric and anxious patients, post-op instructions

CERTIFICATIONS

Certified Dental Assistant (CDA), 2019

Radiation Health and Safety Certificate, 2019

CPR/BLS Certified

EDUCATION

Dental Assistant Certificate, Hillsborough Community College, 2019

Fictional example by FindAJobAI: the person, employers and numbers are invented.