

AMANDA WATSON
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OBJECTIVE: To secure a position within an organization that will utilize my experiences while offering an opportunity for personal growth and career enhancement.

EDUCATION: **New York City College of Technology,**
The City University of New York Brooklyn, NY
A.A.S in Dental Hygiene 2013 - present
Queensborough Community College,

The City University of New York Bayside, NY
Associate in Arts, Liberal Arts and Science 2012-2013
Senator of College Discovery Club: Spearheaded 2012 fundraising initiatives for local charities and participated in student government.

EXPERIENCE: **NYC Therapy Center, Bronx, NY** 2013

- Public Relations Intern
- Build contact database
- Assemble outreach materials
- Provide office administrative support

Lindy's Restaurant, New York, NY 2011

- Responsible for providing direct superior customer service
- Operate and manage computer order system
- Execute customer orders
- Accountable for balancing cash drawer
- Oversee adherence to FDA Food Safety Regulations

Preferred Home Care, Brooklyn, NY 2010-2011

- Assist the elderly with everyday living activities
- Liaison between clients and family members

Popeye's Chicken & Biscuits Restaurant, Brooklyn, NY 2005-2009

- Prepare and package food according to FDA Food Safety Regulations
- Responsible for client orders and retrieval of client payments
- Collaborate with staff to improve workflow and environment

SKILLS AND INTERESTS: Proficient in Microsoft Word, PowerPoint, Excel and Access software and Internet navigation and research; strong communication and organization skills; reliable and adaptable; enjoys photography, creative writing and reading novels and memoirs.

- Scaling root planin
- Oral prophylaxis
- Arestin placement/evaluation
- Pit and fissure sealants
- Air polishing stain removal
- Diagnostic digital/film based intra-oral and extra-oral radiographs

- Periodontal assessments
- Oral cancer screenings
- Quality alginate impressions