Brittany Gallo

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**Education:**

•Tottenville High School September 2009-June 2012 (3 year dental assisting program completed)

•College of Staten Island August 2012-December 2013

•New York City College of Technology January 2014- Current

**Work Experience:**

***Bridge View Dental (4864 Arthur Kill Rd Suite 400, Staten Island, NY 10309) June 2016–Current***

***Orthodontic Assistant***

•Greeting patients in reception area and escorting them to operatory

•Proficient in Dolphin management and Dolphin imaging

• Proper handling, sterilization, and packaging of instruments

• Preparation of operatory prior to patient arrival for scheduled procedures

•Break down of operatory post treatment

• Perform exposure of intraoral and extraoral dental radiographs (Full Mouth Series, Periapicals, Bitewings, Panorex, ceph, 3D-Computed Tomography)

• Stocking supplies and maintaining a sufficient inventory of clinical supplies

• Proper chair-side assisting of bonding and debonds

•Proper diagnostic alginate impressions

•Proficient in tying and untying of orthodontic rubber bands

•Place, remove and cut, arch wire

•Proper placement of separators

•Proficient in making retainers

•Taking diagnostic records and photos

• Provide patients with oral hygiene and post-operative instructions

•Maintained daily schedules to ensure workflow efficiency and patient flow

***Oakwood Dental Arts (1839 N Railroad Ave, Staten Island, NY 10306 and 4864 Arthur Kill Rd Suite 400, Staten Island, NY 10309) June 2016-Current***

***Dental Assistant/ Floater***

• Greeting patients in reception area and escorting them to operatory

• Proficient in Dentrix Software (Dental charting, Periodontal Charting, Treatment Planning)

• Proper handling, sterilization, and packaging of instruments

• Preparation of operatory prior to patient arrival for scheduled procedures(Crown/Bridge/Veneer preparation, Composite Resin/Amalgam fillings, Root Canal Therapy, Oral Surgery, etc.)

• Perform exposure of intraoral and extraoral dental radiographs (Full Mouth Series, Periapicals, Bitewings, Panorex, 3D-Computed Tomography Scan.)

• Stocking supplies and maintaining a sufficient inventory of clinical supplies

• Proper four-handed dentistry and chair-side assisting

• Proficient in taking diagnostic impressions (Preliminary, Final, and Bite Registration)

• Fabrication of temporary crowns and bridges

• Fabrication of removable dental prostheses (Night Guards, Bleaching Trays)

• Provide patients with oral hygiene and post-operative instructions

•Maintained daily schedules to ensure workflow efficiency and patient flow

***Diamond Braces (2025 Richmond Ave, Staten Island, NY 10314) November 2015- June 2016***

***Orthodontic Floater/ Assistant***

•Greeting patients in reception area and escorting them to operatory

• Proper handling, sterilization, and packaging of instruments

• Preparation of operatory prior to patient arrival for scheduled procedures

•Break down of operatory post treatment

• Perform exposure of extraoral dental radiographs (Panorex, ceph)

• Stocking supplies and maintaining a sufficient inventory of clinical supplies

•Proficient in making retainers

•Taking diagnostic records and photos

• Provide patients with oral hygiene and post-operative instructions

•Maintained daily schedules to ensure workflow efficiency and patient flow