**Connie Chen**

conniechen722@gmail.com | 917-667-2366

**Objective**: Seeking to obtain a full-time dental hygienist position in a reputable dental facility that provides quality patient care, and promotes personal improvement and advancement.

**EDUCATION**

**CUNY New York City College of Technology**

Brooklyn, NY *August 2021 – May 2023*

*A.A.S. – Dental Hygiene*

* *Relevant Coursework:* Principles of Dental Hygiene I-IV, Oral Anatomy, Histology & Embryology, Periodontics, Dental Radiology, Oral Pathology, Dental Materials, Pharmacology, Public Health

**Adelphi University**

Garden City, NY *August 2014 – May 2018*

* *Relevant Coursework*: Microbiology, Genetics, Developmental Psychology

**EXPERIENCE**

**SUET WU DDS PC, Pediatric Dentistry**

Bayside, NY *August 2019 – Present*

*Front Desk Staff & Clinical Floater*

* Executed tasks promptly and accurately by exposing radiographs, sterilizing, and packaging instruments.
* Managed patient schedule by communicating effectively with patients to confirm appointments and ensure timely visits.
* Confirmed patient insurance eligibility and benefits in advance of scheduled appointments to warrant accurate billing and minimize administrative errors.

**MICHAEL LI PLLC Gastroenterology and Hepatology Office**

Flushing, NY *June 2016 – August 2019*

*Medical Technician & Scribe*

* Assisted physicians by performing biopsies and capturing images for diagnostic purposes during endoscopy and colonoscopy procedures.
* Demonstrated strong teamwork skills by collaborating with colleagues to maintain a smooth and effective workplace environment.
* Produced accurate and detailed medical reports in accordance with physician instructions and industry standards.

**ADDITIONAL SKILLS**

* English and Mandarin Chinese proficiency
* BLS/CPR Certified
* Nitrous and Local Anesthesia Certified
* Proficient in Dentimax and Opendental software and technology
* Arestin Placement; Impression Taking; Dental Sealants Placement; Community Outreach activities