**Inesa Legrian**

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**OBJECTIVE:**

Seeking to obtain a Registered Dental Hygienist position in a detail oriented environment where I will utilize my clinical, communication and motivational skills to enhance patients’ education and compliance in preventing disease and maintaining oral health.

**EDUCATION:**

* Associate Degree in Dental Hygiene NYCCT, Brooklyn NY 2010-2013
* LaGuardia Community College,Queens NY  2008-2010
* Pine Manor College,Chestnut Hill, MA 2003-2004
* Associate Degree in Programming of Computers and Automated Systems, Tbilisi Politechnical College 1999-2003

**HONOR AND AWARDS:**

* Dean’s List: 2008 - 2009

**CERTIFICATIONS:**

* Local anesthesia by infiltration
* Nitrous Oxide sedation
* Cardiopulmonary Resuscitation 2012-present

**PROFESSIONAL MEMBERSHIPS:**

* American Dental Hygienists’ Association
* American Heart Association / Healthcare Provider. CPR certification. Issue Date: 08/2011

**PROFESSIONAL ACTIVITIES:**

* Greater New York Dental Meeting (2012)
* Give Kids a Smile at NYCCT
* Oral hygiene education in multiple Head Start locations

**SPECIALIZED SKILLS**:

*Advanced computer skills*

* Excel in utilization of Dentrix, QuickBooks, Microsoft Word, Excell and Power Point along with several other software components.

*Detailed knowledge of dental hygiene clinical skills:*

* Periodontal scaling and root planning
* Ultrasonic and hand instrumentation
* Pit and fissure sealants and fluoride application.
* Placement of periodontal dressing.
* Arestin application
* Performing routine x-rays and panorex x-rays in accordance with the latest standards of care.
* Midwest/Diagnodent caries detection
* Made impressions of patients’ teeth for study casts and preparation of bleaching trays.
* Air polishing.
* Fluent in English, Russian, Georgian, and some Armenian.

**EXPERIENCES:**

***Head Start Outreach Program, Brooklyn, NY April 2013***Provided oral hygiene education and services for Head Start children in multiple Brooklyn Head Start locations.

***“Dentalux Dental Laboratory”  Queens, NY  2007-present***

Lab manager:

* Organization/ordering of supplies
* Monitor the budget for the laboratory and prepare administrative records and reports
* Coordinate production schedules to ensure that work is completed by delivery date
* Input data using “QuickBook” software

***“Orthopedic medical Supplies” Queens, NY 2004-2007***

Certified Shoe Fitter:

* Matching foot shape to specific shoes
* Fitting custom made insoles
* Providing mold of feet for custom shoes
* Insurance eligibility/claims
* Front desk duties and partial billing responsibilities

***“ Café Nikala ”  Republic of Georgia, Tbilisi 2000-2003***

Supervisor position:

* Resolve customer complains about food quality or service
* Train workers in food preparation, and in service, sanitation, and safety procedures.
* Observe and evaluate workers and work procedures to ensure quality standards and  service.

**References:**

Available upon request.