

Meily Gómez Ramírez

493 Schenck Ave, Brooklyn, NY 11207

Cell: 347 367 5715

Meilyrdh@gmail.com

OBJECTIVE

To obtain a position where I may put into effect my knowledge and skill as a Dental Hygienist, to help with the development and growth of both, the company and myself as an individual.

EDUCATION

- ◆ *Associate of Applied Science in Dental Hygiene- June 2017.*
- ◆ Graduated with a Bachelor as Doctor of Dentistry, Universidad Autonoma de Santo Domingo, Dominican Republic. 2004- 2009

EXPERIENCE

- Dental Assistant and medical insurance coordinator at Cortes Advanced Dentistry, 120 Central Park South 1G NY 10019. *August 2012-Present*
- Dental Assistant at *Whiteplains Family Dental*, 1 Old Mamaroneck Road, White Plains April 2010-July 2012. Tel: 914.289.0672
- Dental Assistant, *Webster Dental Plaza*, Bronx, New York. August 2010- March 2011. Tel: 646.402.8989
- Dental Assistant, *clinic Dr. Héctor Millán García*, Arecibo, Puerto Rico. May-August 2008

Skills

- ◆ Local Infiltration Anesthesia/ Nitrous Oxide Analgesia
- ◆ Medical insurance billing and coding for oral sleep appliance therapy and TMD treatment
- ◆ Sleep disorder and TMD screening
- ◆ Medical authorization for TMJ MRI and oral sleep appliance therapy
- ◆ Trained on Orofacial Myofunctional therapy
- ◆ Instructing patients on general oral hygiene as well as post-operative care.
- ◆ Fluent Spanish
- ◆ Computer Skills such as Dentrix , Dexis, Microsoft Word, Microsoft Excel, PowerPoint, Internet.

REFERENCES

Roger J. Castro DDS

Cell: 443.695.9970

Fax: MEILY GOMEZ RAMIREZ 2698 Valentine Ave, Apt 1S Bronx, NY 10458 Cell: 347 367 5715 meily1027@hotmail.com	To: Fax Number:
	From: Meily Gomez. Number:
	Date:
	RE: Dental Assistant
	Pages (including cover sheet): 2

Comments:

Dear Sir / Madam,

I am writing to apply for Dental Assistant position advertised at craigslist.org. I feel that my interests and credentials match with the requirements of position and thus want to apply for it.

I have completed my graduation from a reputable University in the Dominican Republic as a Dentist, also graduated from Dental assistant in a Vocational Institute in the same country. I have gained experience during the course of my career and also worked as a dental assistant in Puerto Rico and now I'm working as a Dental Assistant in Bronx, NY with the responsibilities and tasks such as, preparing supplies for making restorations and impressions, removing sutures, taking digital dental x-rays and panoramic dental x-rays, processing x-rays films and chairside assisting.

I have enclosed my resume. It would be great if we meet [personally](#) to discuss how my experience and education will be useful and helpful for you. Thank you for your consideration and valuable time.

Sincerely yours,

Meily Gomez Ramirez.

Meily Gómez Ramírez

2698 Valentine Ave, Apt 1S
Bronx, NY 1045
Cell: 347 367 5715
meily1027@hotmail.com

Date:

Dear Sir / Madam,

I am writing to apply for Dental Assistant position . I feel that my interests and credentials match with the requirements of position and thus want to apply for it.

I have completed my graduation from a reputable University in the Dominican Republic as a Dentist, also graduated from Dental assistant in a Vocational Institute in the same country.

I have gained experience during the course of my career and also worked as a dental assistant in Puerto Rico, Bronx, NY and White Plains, NY with the responsibilities and tasks such as, setting up for restorative procedure, taking impressions, taking digital dental x-rays and panoramic dental x-rays, processing x-rays films and chairside assisting.

I work at Webster Dental PC, Bronx, NY. March 11th, 2011, this is a very fast-paced dental office which most of the patients are from Medicaid Insurances. Then started working at White Plains Family Dental, in this practice I have learned how to assist in procedure as: Invisalign, Implants, Laminate, Onlay and inlay porcelain. As well have acquired some knowledge of Dentrix and front desk.

I consider myself as punctual, educated, friendly and motivated person who wants to give best in every moment.

I have pasted/ enclosed my resume. It would be great if we meet personally to discuss how my experience and education will be useful and helpful for you. Thank you for your consideration and valuable time.

Sincerely yours,

Meily Gomez R.