

Li, Peiqiong (Emily)

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Professional Summary

Enthusiastic and thorough dental hygienist with over seven years of dental assisting experience. Flexible and able to adapt quickly to new environments and provide high-quality service. Ability to maintain customers' satisfaction. Fast Learner with excellent problem-solving skills.

Education

New York City College of Technology, CUNY
Associate of Applied Science: Dental Hygiene

Brooklyn, NY
08/2018-06/2022

Licensure and Certifications

New York State Dental Hygiene License
Local Infiltration Anesthesia and Nitrous Oxide Sedation License
CPR/BLS for Healthcare Provider Certification
Mandated Reported Certification

Skills

Microsoft Office, Dentrax, DentiMax, and Open dental Software
Proficient at adult prophylaxis, scaling and root planning, and Arestin placement
Adept at exposing diagnostic intraoral and panoramic radiographs, using intraoral camera, iTero 3D scanner.
Able to perform thorough dental assessments including dental and comprehensive periodontal charting.
Skilled at performing thorough intraoral and extraoral cancer screening.
Experience with mixing and taking alginate impressions, pouring models, sealant placements, and fluoride treatment recommendation and application.
Adherent to HIPAA, OSHA, and infection control measures.
Able to provide personalized oral hygiene instructions.
Bilingual: English and Chinese (Mandarin, Cantonese and Taishanese).
Rapport building and customer service

Experience

3D Dental Office, Flushing NY (dental assistant and receptionist) *08/2019- present*
· Set up rooms and assist dentist with procedures including restorative, prosthodontics, oral surgery, and Invisalign.
· Organize daily workflow and schedule.
· Verify insurance eligibility and coverage to collect appropriate payment at the time of service.

Simply Dental Office, Elmhurst NY (dental assistant and receptionist) *10/2015- present*
· Set up rooms and assist dentist with procedures including restorative, prosthodontic, oral surgery, endodontic, and Kor whitening system.
· Organized daily workflow and schedule to meet daily production goals.
· Verify insurance eligibility and coverage to collect appropriate payment at the time of service.

Elmhurst Family Dental, Elmhurst NY (dental assistant) *05/2015-12/2015*
· Set up rooms and assist dentist with procedures.
· Recorded inventory and assisted manager in ordering office and dental supplies.

Apple Hair Salon Corp, Guangdong, China (Manager) *01/2011-03/2015*
· Set up weekly meetings to review shortcomings and achievements, organized activities included drifting, hiking, horse riding, etc., and introduced appropriate products to consumers.
· Recruited and trained new personnel.
· Recorded inventory and ordered office supplies.
· Greeted customers and scheduled clients with their preferred hairstylist.