

# RUI WEN LI

*Dental Hygienist*

## CONTACT

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## EDUCATION

### AAS in Dental Hygiene

2019- 2021

New York City College of Technology

## SKILLS

- Bilingual (Chinese, English)
- Proficient with DentiMax and Dentrax
- Competent in oral prophylaxis, RPS, engine polish, sealant application with rubber dams and cotton rolls, fluoride treatment and exposure of dental radiographs
- Screening periodontal disease and caries
- Providing oral hygiene education

## CERTIFICATIONS

- Basic Life Support Provider
- Mandated Reporter Training
- CITI Institutional Review Board

## OBJECTIVE

Working as a dental assistant for 6 years has given me the opportunity to work with patients of all backgrounds. This has driven me to be passionate about the importance of oral health. I am a motivated and compassionate professional who is eager to provide quality care for preventative and therapeutic services to the public.

I understand the importance of building relationships and trust with patients, while ensuring confidentiality. I love working as a member of a team, and equally as an individual to accomplish goals or assigned tasks. I wish to obtain a position as a dental hygienist in a dental office/ hospital where I can provide high quality care to my patients, enabling a positive experience and developing a long term habit of taking care of their oral health.

## EXPERIENCE

### Dental Assistant

*Chatham Square Dental Associates | May 2014 - Present*

- Prepare and assist in dental procedures that include but are not limited to implant surgery, post and core buildup, composite and amalgam restorations, root canal treatment, extractions, impressions for dental prosthetics
- Expose digital intra-oral and extra-oral dental radiographs
- Responsible for recording patients' medical, dental histories, vital signs and treatment plan with accuracy
- Monitor and maintain dental supplies and equipment inventory
- Maintain infection control, sterilization of instruments and equipment
- Provide patients with post-op care instructions to minimize post-op complications

### Library Assistant

*SUNY Brooklyn Educational Opportunity Center | June 2019 - May 2020*

- Responsible for updating the bulletin board with new content to provide the latest book recommendations and to promote available tutoring services
- Performed a full range of circulation functions and provided faculty and students their use of library materials, books, equipment and computers
- Provide students with navigation assistance on computer programs, such as Schoology, Microsoft Office and Excel programs and resolve basic technical difficulties

### Office Assistant at skilled nursing facility

*Gouverneur Hospital | July 2017 - September 2017*

- Responsible for filing and organizing patient information
- Monitored and maintained supply inventory to maximize efficiency
- Provided Chinese translation services for families of Chinese patients to ensure they understand the diagnosis and treatment for the patients