 **Ting Xue**

Permanent Address

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**Objective:** DH position

## EDUCATION

## Dental hygiene program of New York City college of technology (2015-2017)

## Biology major of Kingsborough community college (2013-2015)

**Bachelor: Fuzhou university of Logistics Management in China (2007-2011)**

**Transfer student to China Technology University in Taiwan (2011) awarded as honor student.**

**DENTAL WORK EXPERIENCE**

**GP dental-**  DH internship and patient coordinator (10/2016-current)

* Patients’ treatment plan coordinator
* Familiar with Easy dental system
* Based on dentists’ treatment plans and patient’s needs (financial wise and preference), giving patient satisfy treatment plans and excellent customer services.
* Dental hygiene instruments’ maintenance

**Dental Serenity-** Dental Assistant (06/2016-current)

* Four-handed chair-side
* Invislign impression & professional photos, oral x-ray (FMX, Pan, Ceph-digital)
* Trained ortho wires untie and retie, place spacer.
* Familiar with intra-oral camera system, open dental system, dry-shield or dental isolate, dental vibe. Dental laser system, ultrasonic piezo, air polish or prophy jet.
* Trained and operate well of Arestin treatment, Nitrious-oxide system.
* Take impression and poured models
* Trained and be able to operate Boost and Kor whitening system
* Very knowledge of ortho wire or invislign treatments.
* Very knowledge of OHI given, familiar with Oral B, Philips Sonicare electric toothbrush. Very knowledge of fluoride treatment.

S**hu Ping Rong DDS PC**- Dental assistant (4/2015-2016)

* Take impression and poured models
* Four-handed chair-side
* Familiar with Dentrix system
* FMX, PAN, Ceph x-rays (digital)
* Verify insurance and answer phone calls
* Scheduled appointment

**Boss Dental** –Dentist Assistant (10/2011-2015)

* Assisted dentists in dental procedures
* Knowledge of and experience in Intraoral film
* Very well trained on assisting Periodontics, endodontics, implant surgeon, orthodontics.
* Familiar with MIS implant system
* Patient treatment plan translator and coordinator
* Familiar with old style film x-ray, well trained on developing films

**Community Service**

**Head start Service** (April,2017)

* Provides OHI information to pre-k children.
* Oral screening and fluoride varnish treatment

**Elementary 3rd-4th grade children Oral Education Volunteer** (March,2017)

* Provides OHI information to childr7-9 yrs old children.
* Prepare lectures and video, games, goodie bags
* Responsible for presentation and motivating children participating with our games and improving their oral health knowledge.

**Kings County Hospital DH internship** (June-August, 2016)-provided by JEFW scholarship

* DH duty (MH review, dental cleaning, OHI review)
* Provides opportunity of experiencing different medical condition patient, including: down syndrome, autism, wheel chair patient,etc
* Refer a 18 yrs A.A female for pathology consul for Oral surgeon.
* Provide 250+ patients dental care in hospital in 2 months

**Jamaica Country (Kingston) Free Dental Service** (January 25-31, 2015)

* Prepare medication goodie bags for patients
* Communicate with local people and help with improving their knowledge of dental services
* Assisting Oral Surgeon with 362 surgical extractions for 3 and half days.

**Maimonides Hospital volunteer** (2014-2015)

* Mainly assisting nurses taking care of elder patients in hospital
* Companion with elder patient, feeding them and talk with them.
* Daily 8 hours for 350 hours
* Assisting nurse or nurse technician with changing diaper or changing dirty poop sheets.

**Other Working Experience**

**New York Greater Dental Meeting – One of Oral B products exhibitors (Nov.24 2016)**

* Display oral B products and instruct customers experience newest innovation oral b electric toothbrush
* Cold sterilize Oral B electric toothbrush handle

**Biology and Chemistry Tutor in Kingsborough community college** (2014-2015)

* Summarize important study skills for students
* Focus on solving students’ questions and building their ability of solving questions

**Language Skills**

* Speak fluent English and Mandarin

**Awards**

* Honor student in Kingsborough community college
* Received JFEW scholarship and honor in New York City college of Technology

**Self-Statement**

I am a very energetic girl who has such a magic passion in dental field. With immigrant background and dental assistant experience, it encourages me become one of dental professional. The past dental offices where I have been working, they all like to describe me as a “responsible, energetic, hard-working, positive” team player. Some of them even referred me as “sunshine”. Besides that, I had been gaining a lot community services to enrich my life experience. It also helps me provide a better service for my patients in different cultures. Every year, I attended to New York Greater Dental Meeting to explore new technology and products. I am aiming for providing excellent services (comfortable, respectful, minor or painless) to every single patient. I am not only well trained in dental hygiene program in New York City College of Technology, I also trained to be a well patient coordinator. Now, in one month I will graduate and be ready to be an experience DH with my all trainings and real life challenges by doing internship for 1 year. I would like to ask for a favor of you, give me a chance to show that I am a perfect candidate for your office.