PROFILE

**Ulvie Shkolyar rdh**

Seeking a position as a Dental Hygienist where my clinical experience and potential can be utilized. Motivated, dedicated, dependable and a team player. Fluent in English, Ukrainian, Russian.

EXPERIENCE

ADMINISTRATIVE ASSISSTANT, BATTERY PARK DENTAL GROUP, NEW YORK, NY 2012-2015

Administrative assistant, metro tech dental; Brooklyn, ny — 2012-2013

Administrative assistant, intermed dental; Brooklyn, ny — 2010-2012

Administrative assistant, platinum dental; New York, NY 2009-2012

EDUCATION

New York City College of technology - Associate in dental hygiene- 2015-2017

Kingsborough community college — associate in liberal arts,

2010- 2014

 SKILLS

* Oral cancer and blood pressure screening
* Oral hygiene education and promotion
* Nutritional Counseling
* Prophylaxis and soft tissue management
* Scaling and Root Planing (Ultrasonic, and hand instrumentation)
* Engine polishing and Prophyjet air polishing
* Local anesthesia administration, Nitrous Oxide Analgesia, Oraqix Administration
* Rubber dam sealant placement
* Digital and film radiography, including digital panoramic radiography
* Arestin placement and evaluation
* Alginate and PVS impressions

2613 Emmons Ave, Apt 2C Brooklyn, NY 11235 347-409-1452 ulviemustafaeva@gmail.com

* Dental and periodontal charting (Dentrix, DentiMax, EagleSoft, EZ Dental software)
* Periodontal dressing placement
* Autoclave sterilization and disinfection of dental tools and equipment
* Competent in whitening procedures and instructions for maximizing results with minimal sensitivity
* Fabrication of whitening trays
* All aspects of dental reception process: insurance verification, status of insurance claims, appointment scheduling, controlling «recall» list of patients.
* Dental coding and insurance billing
* Knowledge of Dentrix, EagleSoft, DentiMax and EZ Dental Software2

ADDITIONAL CERTIFICATIONS

New York State Certificate in Local Anesthesia and Nitrous Oxide Analgesia - May 2017
Mandated Reporter by New York State Office of Children & Family Services and Center for Development of Human Services - March 2017

Certified in Hepatitis C: Foundational knowledge for the dental healthcare professionals - November 2016

Certified in CITI IRB for bio-medical research for human subjects - September 2016

CPR and AED Certified by the American Heart Association - August 2015