

Nancy Jones

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Plains, PA 18705

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Education

Luzerne County Community College

Nanticoke, Pennsylvania

- Certificate of Specialization in **Dental Assisting**

Expected, (Month, Year). (GPA if above 3.5)

Awards

President's List, (Semester or Year)

Relevant Courses

- Chairside Dental Assisting I & II
- Dental Anatomy
- Dental Materials
- Dental Radiology

Certifications

Pennsylvania Radiology, (Year)

DANB Infection Control, (Year)

CPR/AED, American Red Cross, (Year)

Experience

(Semester, Year)

Luzerne Family Dentistry, Luzerne, Pennsylvania

Clinical Rotations

- Assisted dentist chairside during routine dental procedures
- Assisted dentist with crown prep and placement
- Applied rubber dams
- Administered intraoral radiographs

(Year-Present)

Joe's Restaurant, Wilkes-Barre, Pennsylvania

Hostess

- Greeted patrons
- Trained ten new employees

Activities

Children's Dental Health Day, Wyoming Valley Mall, (Year)

Keystone Clinic, Luzerne County Community College Campus,
(Year)

Professional Memberships

American Dental Assistants Association, (Year-Year)

American Red Cross, Wilkes-Barre Chapter, (Year-Year)