

**NANCY**

**NANCY.371400@2freemail.com**

**OBJECTIVE:**

 To work and to become an asset to whichever institution I will be dealing with as well as to share my knowledge and skills I gained from my experiences. Contributing the best of my abilities towards the betterment and success as well as the improvement of my professional and interpersonal skills.

**QUALIFICATION:**

MINISTRY OF HEALTH (MOH) LICENSE:– Dental Assistant Technician (A)

**WORK EXPERIENCE:**

DENTAL ASSISTANT – FULL TIME

SARA DENTAL CLINIC

AL WAHDA STREET SHARJAH, U.A.E.

SEPTEMBER 15, 2008 UP TO PRESENT

* Acknowledge and assist patients coming in to the clinic.
* Help in taking out the file and putting back files.
* Check and take initial vital signs of patients prior to treatment.
* Sterilize instrument to be use prior to treatment .
* Prepare the treatment room and disinfect all the equipment inside the treatment room.
* Proper drape the patient and prepare, arrange instrument needed for the treatment.
* Presence of mine all the time while on the workplace, especially inside the treatment area.
* Maintain cleanliness and orderliness inside the treatment area all the time.
* Proper segregation of waste.

MEDICAL ATTENDANT – FULL TIME

IDICA’S MEDICAL CLINIC

MALASIQUI, PHILIPPINES

FEBRUARY 2002 – JANUARY 2006

* Acknowledge patients visiting the clinic and assist them their needs
* Answering phone calls and scheduling patients who want to have an appointment with the doctor
* Check patients files visiting the clinic
* Taking initial vital signs prior to consultation or treatment

DENTAL ASSITANT – FULL TIME

PAGSOLINGAN – SOLOMON DENTAL CLINIC

BAYAMBANG, PANGASINAN PHILIPPINES

JULY 1998 – SEPTEMBER 2001

* Responsible in sterilizing all the instrument to be use prior to each treatment
* Assist and give friendly services to the patients
* Prepare the patients, and arrange the instrument needed for the treatment with the guidance of the doctor
* Maintain cleanliness and orderliness of the treatment area at all times
* Give some general instructions or friendly tips regarding how to take care of their teeth

PHYSICAL THERAPIST STAFF – FULL TIME

ST. ISIDORE PARISH PHYSICAL THERAPY CLINIC

LABRADOR PANGASINAN, PHILIPPINES

OCTOBER 1997 – APRIL 1998

* Check and take initial vital signs of patients prior to each treatment
* Monitor each patients reaction while undergoing treatment
* Participate in individual patients care and team conferences
* Review the patients chart and obtain current information prior each treatment
* Modifies and giving input into the patients plan and care.

**EDUCATIONAL ATTAINMENT:**

BACHELOR OF SCIENCE IN PHYSICAL THERAPHY

VIRGEN MILAGROS UNIVERISTY FOUNDATION

TALOY DISTRICT SAN CARLOS CITY PANGASINAN

**PERSONAL INFORMATION:**

Civil Status: Single

Nationality: Filipino

Visa Status: Employment Visa

I CERTIFY TO THE CORRECTNESS OF THE ABOVE INFORMATION