

**Harram Khawaja**  
Lombard, IL 60148  
2019054029 | harramkhawaja@outlook.com

---

**SUMMARY**

Newly graduated CDMI professional with strong clinical training in patient care and chairside procedures. Known for a gentle, patient-centered approach, effective teamwork, and efficient workflow management. Motivated, detail-oriented, and ready to contribute in a fast-paced dental practice.

---

**EDUCATION**

<b>MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE (CDMI)</b>	Downers Grove, IL
<i>Doctor of Dental Medicine</i>	<i>2022-2026</i>

<b>Bachelor of Arts</b>	Syracuse, NY
<i>Biology</i>	

---

**CLINICAL AND PROFESSIONAL EXPERIENCE****Diagnostic & Preventive Care**

- Comprehensive oral examinations, treatment planning, and case presentations
- Radiographic imaging and interpretation
- Prophylaxis, caries risk assessment, and caries management
- Nutritional counseling
- Scaling and root planning (SRP) and periodontal maintenance

**Prosthodontics**

- Fabrication and delivery of ceramic crowns
- Implant placement and implant crown restorations
- Denture adjustments and delivery of immediate dentures
- Management of partial and complete dentures

**Restorative Dentistry**

- Posterior and anterior composite restorations
- Core build-ups and post & core restorations

**Endodontics**

- Non-surgical root canal treatments on anterior and posterior teeth

**Oral Surgery**

- Full-mouth and non-surgical extractions
- Administration of nitrous oxide (N<sub>2</sub>O)
- Effective communication techniques to manage patient anxiety during procedures

**Languages:**

Urdu, Hindi, Punjabi

**HONORS & AWARDS**

---

- XXX *Date*
- XXX *Date*

**PRESENTATIONS & PUBLICATIONS**

---

- XXX *Date*
- XXX *Date*

**ADDITIONAL INFORMATION (no more than 4 – 6 bullets)**

---

- Professional Associations: (if these are specific to Midwestern you can include in the optional lines in education)
- Certifications: (depending on what they are they could go here or in your summary section)
- Languages: (for example: Proficient in French and Spanish) **Do NOT include English as it is assumed you speak English**
- Other Technical skills: (for example: Experienced in RPAS Oracle Systems and proficient with Python)
- Interests: (signals who you are outside of work, e.g., Competitive athlete completed 16 marathons)
- Hobbies: (signals who you are outside of work, e.g., Aspiring baker perfecting a sourdough bread recipe)

## **Resume Example 1– some formatting may have shifted from original**

**First Name Last Name**  
Location  
Phone Number | Email

### **PROFESSIONAL SUMMARY**

---

Kindhearted, highly motivated, goal-oriented 4<sup>th</sup> year dental student with over 2,000 hours of clinical experience. Dedicated to creating a comfortable, inclusive environment, developing trust, and delivering personalized care to meet various patient needs. Proven ability to collaborate effectively with colleagues across multidisciplinary teams while encouraging a positive, shared team culture. Continuously adapting to the latest advancements in dental care through ongoing learning and professional development. Committed to making a meaningful impact on patients' lives through exceptional oral healthcare.

- 100+ Exams
- 60+ Restorative fillings
- 14 Crowns (12 CAD CAM)
- 7 Endos
- 12 Dentures (5 complete, 7 partials)
- 40+ Extractions
- 70+ SRPs and cleanings
- 11 Implants (including 2 all-on-four)

### **EDUCATION**

---

#### **MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**

*Doctor of Dental Medicine*

Downers Grove, IL  
Sep 2021 – May 2025

- Cosmetic Dentistry Club Member
- American Student Dental Association Member
- 1-week internal orthodontic rotation and 1-week internal pediatric rotation

#### **Michigan State University**

*Bachelor of Science, Major in Human Biology, Minor in Health Promotion*

East Lansing, MI  
Sep 2015 – May 2019

- Dean's List Honors (Fall 2015- Spring 2019)
- Charles Drew Science Scholar
- Sigma Nu Fraternity Academic Chair, Philanthropy Chair
- 2019 Sigma Nu Brother of The Year
- Smile 4 Kids MSU, member
- National Society of Leadership and Success, member
- National Society of Collegiate Scholars, member

### **CLINICAL AND PROFESSIONAL EXPERIENCE**

---

#### **MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**

*Student Dentist*

Downers Grove, IL  
Sep 2021 – Present

- Provided comprehensive dental care to patients, including diagnostics, treatment planning, and executing various dental procedures for patients suffering from periodontal disease, tooth decay, TMD, and other dental issues
- Collaborate with oral surgeons, endodontists, orthodontists, periodontists, dental hygienists, and other members of the team for comprehensive patient care
- Engage in patient education, providing guidance on proper oral hygiene practices, preventative care, and treatment options
- Developed treatment programs for patients suffering from periodontal disease, tooth decay, TMJ and other dental issues

- Administered local anesthetic, nitrous oxide, and managed patient pain and anxiety effectively
- Participated in clinical rotations across various specialties including pedodontics, orthodontics and oral surgery

**PROVIDENCE- PROVIDENCE PARK HOSPITALS**

Dental Assistant/Shadow

Novi, MI  
Jun 2018 – Aug 2019

- Established positive relationships with patients and administrators
- Executed safety procedures in accordance with facility policies and government regulations
- Observed and annotated occurring complications involving patients

**LEPAK- KRUMM FAMILY DENTISTRY**

Shadow General Dentist

Commerce Township, MI  
Jun 2019 – Aug 2019

- Completed 40+ hours of shadowing, observing common dental procedures

**ULTIMATE MEDICAL PHARMACY**

Technician/Technician Assistant

Auburn Hills, MI  
May 2017 – Aug 2018

- Organized and catalogued classified patient documents
- Arranged and categorized specific medications
- Responsible for the cleanliness and hygiene of the workspace
- Served as patient receptionist

**Volunteering**

- Send Relief Serve Tour Mobile Dental Clinic Aug 2023
- Martin Avenue Apartments Senior Living Oct 2022
- Salvation Army – Food Pantry Jun 2020 – Aug 2020
- Walled Lake Central Wrestling Assistant High School Coach Nov 2019 – Mar 2020
- Smile 4 Kids MSU Feb 2018 – May 2019
- Hope Alive Outreach for Children Sep 2018

**CERTIFICATIONS**

- Utilization of the 970 nm Diode Laser 660/810,850 nm Laser Photobiomodulation Laser Safety in Dentistry
- Drug Overdose Prevention Program
- American Heart Association Basic Life Support (CPR and AED)
- Health Insurance Portability and Accountability Act Training Course Certificate
- Diversity, Inclusion & Belonging Training Course Certificate
- Blood Borne Pathogens Training Course Certificate

**ADDITIONAL INFORMATION**

- Proficient with EPIC and Axium Software
- Technical skills include: Cerec Primescan AC, Promeca/Romexis, WaveOne Gold Rotary System
- Interests: Traveling, music, football, wrestling, fitness training, video games

**Resume Example 2– some formatting may have shifted from original**

**First Name Last Name**

Location

Phone Number | Email

**SUMMARY**

---

Dedicated 4<sup>th</sup> year dental student with experience fostering authentic connections with patients through a gentle and friendly approach. Skilled team player who understands the importance of collaborative care for the best treatment outcomes for patients. Highly confident working with all ages performing procedures ranging from simple restorations to molar endodontics. Experience includes:

- 11 root canal treatments
- 55 extractions
- 19 single-tooth crowns
- 7 full dentures
- 10 partial dentures
- 11 implant crowns
- 150+ patient exams

**EDUCATION**

---

**MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**

*Doctor of Dental Medicine*

Downers Grove, IL  
Sep 2019 – May 2023

- 3.965 GPA
- Treasurer of Student Research Group from 2020-2022
- Participated in volunteer events within the community, including career event for local high schoolers

**LOYOLA UNIVERSITY**

*B.S. Biology*

Chicago, IL  
2019

- Summa Cum Laude
- Minor in women’s studies/gender studies
- Volunteer ESL tutor for members of the community

**CLINICAL AND PROFESSIONAL EXPERIENCE**

---

**MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**

*Student Dentist*

Downers Grove, IL  
Sep 2019 – Present

- Collaborated with oral surgeons, endodontists, periodontists, orthodontists, and other members of the oral health care team for enhanced patient care
- Treatment planned and carried out a complex full-mouth rehabilitation case utilizing cast RPDs and crowns under the guidance of licensed prosthodontist
- Gained expertise in cutting-edge dental technologies, including CAD/CAM and soft tissue laser

*Peer Academic Tutor*

Jan 2022 – Present

- Provided individualized tutoring and support for first year dental students to improve performance in basic science courses
- Refined verbal communication skills while explaining and clarifying lecture material

**ORTHODONTIC EXPERTS**

Joliet, IL

New Patient Coordinator

May 2020 – Sep 2020

- Facilitated all aspects of new patient consultations at a busy orthodontic office, including intra-oral photos, full-arch scans, radiographs, and sterilization
- Interacted with a diverse range of patients, ranging from 5 to 50 years old

**CHUCK E. CHEESE'S**

Joliet, IL

Cashier

Oct 2014 – Aug 2019

- Executed transactions, interacted with young children, and maintained a clean and orderly work environment
- Regularly negotiated conflict with dissatisfied guests to ensure that all customers had a pleasant experience

**ADDITIONAL INFORMATION**

---

- Professional Associations: CDS, AGD, ADA, ISDS, ASDA
- Avid classical piano player with 15+ years of receiving weekly piano instruction

**Resume Example 3– some formatting may have shifted from original**

**First Name Last Name**  
Location  
Phone Number | Email

**SUMMARY**

---

Passionate and personable soon to be dental graduate with over 2400 hours of experience in the dental clinic. Known for deep listening skills and gentle and friendly approach with patients. Skilled at building relationships and educating patients and families about proper oral hygiene. Highly confident and comfortable working with all age groups performing simple to complex procedures ranging from basic fillings to surgical extractions. Driven to learn and continuously improve through devotion to keeping up to date with the latest dental techniques. Skilled team player who understands the importance of collaborative care for the best treatment outcomes for patients.

- 105+ exams
- 70+ restorative fillings (40 posterior)
- 9 crowns
- 10 endos (7 molar)
- 6 dentures (3 complete and 3 partials)
- 55 extractions
- 50+ SRPS
- Well-versed with Nitrous Oxide

**EDUCATION**

---

**MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**  
*Doctor of Dental Medicine*

Downers Grove IL  
Sep 2019 – May 2023

**OHIO STATE UNIVERSITY**  
*Bachelor of Science - Biological Sciences*

Columbus, OH  
Sep 2015 – May 2019

- Recipient of Freshman Scholarship
- Pre-Dental Society First Year Representative
- Heart 4 Heart Student Association
- Microbiology & Immunology Events Committee

**CLINICAL AND PROFESSIONAL EXPERIENCE**

---

**MIDWESTERN UNIVERSITY COLLEGE OF DENTAL MEDICINE**  
*Student Dentist*

Downers Grove, IL  
Sep 2019 – May 2023

- Developed treatment programs for patients suffering from periodontal disease, tooth decay, TMJ, and other dental issues
- Collaborated with oral surgeons, endodontists, periodontists, dental hygienists, and other members of the team for enhanced patient care
- Developed enhanced patient care for those who suffered from dental anxiety for better patient satisfaction and retention
- Provided patient education on at-home oral hygiene that includes brushing and flossing to prevent future problems

**WOMAN'S ENTERPRISE SKILLS TRAINING**

Columbus, OH  
Jun 2019 – Aug 2019

Settlement Services Assistant

- Assisted clients with finding jobs that matched their current skillset
- Provided general administrative support to a team of Senior Office managers

**OHIO STATE UNIVERSITY**

Columbus, OH  
Aug 2016 – Feb 2017

Residence Advisor

- Fostered a community atmosphere and provided a supportive environment
- Planned building-wide programs/initiatives for 1250 students
- Maintained building safety and security and responded to emergencies as required

**SUBWAY**

Columbus, OH  
May 2016 – Aug 2016

Assistant Manager

- Prepared food and maintained food safety
- Greeted and served customers in a timely manner

**VOLUNTEER EXPERIENCE**

---

**HABITAT FOR HUMANITY**

Worthington, OH  
Mar 2018 – Aug 2018

General Assistant

- Sorted, assessed and priced new/used merchandise
- Helped move furniture to the sales floor and refinished scratched furniture

**BEXLEY HIGH SCHOOL**

Bexley, OH  
Sep 2017 – Aug 2018

Assistant Coach Volleyball and Soccer

- Motivated and trained students to excel and realize their potential
- Taught students the importance of self-awareness and how to play as a team

**Ohio State University**

Columbus, OH  
May 2016 – Aug 2016

Assistant Computational Chemistry Lab

- Decoded enzymes using advanced algorithms and computers
- Studied various drugs and their efficacy against a host of bacterium

**ADDITIONAL INFORMATION**

---

- Excellent with computers and database programs
- Appreciate the outdoors and have hiked Mount Kilimanjaro
- Value the art of cooking; in particular, northern Italian food