

Sara Perez | RDA

13139 Watson Rd, Von Ormy, TX 78073
2108493316 • saso-2001perez@outlook.com

Objective

Motivated and precise individual seeking a dental assistant position, energetic to utilize my exceptional knowledge of providing chairside support and administrative tasks.

Education

Dental Assistant

05/2026 - 07/2026

Texas Academy of General Dentistry

- SKILLS & COMPETENCIES
- Clinical Support: Four-Handed Chairside Assisting, Operatory Setup, Infection Control (OSHA/CDC Protocols), Instrument Sterilization.
- Compliance & Safety: TSBDE Jurisprudence, HIPAA Compliance, Dental Terminology, Patient Charting.
- Patient Care: Patient Preparation, Anxiety Management, Post-Op Instructions, Strong Verbal Communication.

Dental Assistant

11/2021 - 07/2022

Concorde Career College, San Antonio, TX

- SKILLS & QUALIFICATIONS
- Proficient in preparing treatment room and prerequisites of procedures.
- Familiar with common dental procedures and their applications.
- Developing and processing dental radiographs.
- Instrument sterilization.
- Preparing patient for procedures.
- Patient education on follow-up dental care.

Work Experience

Sales Associate / Key Holder

01/2025 - 09/2026

Event Network, LLC, San Antonio, TX

- Provided welcoming, attentive service to high-volume foot traffic, assisting customers in locating products and making personalized recommendations.
- Managed store opening/closing procedures, including alarm protocols, key security, and daily cash drawer reconciliations.
- Provided exceptional personalized customer service, assisting shoppers with product selection and resolving inquiries to ensure high satisfaction.
- Operated POS systems efficiently to process sales, returns, and exchanges while promoting store loyalty programs.
- Maintained visual merchandising guidelines, replenished inventory, and followed loss prevention practices to minimize shrink.

Dental Assistant

06/2022 - 07/2022

Instyle Dental, San Antonio, TX

- Completed 230 hours of hands-on training.
- Set up examination room and dental trays in preparation for examinations and procedures.
- Politely answered phones and scheduled or confirmed office appointments and surgeries.
- Successfully assisted the dentist by performing four-handed dentistry and other chair-side duties.
- Correctly mixed compounds for cleaning or filling teeth.
- Alerted other staff when patients arrived and prepared records for dentist review.
- Worked closely with patients before, during and after dental procedures.
- Diligently cleaned instruments and work areas in accordance with sterilization and disinfectant protocol.