

**Kathy Gagola**  
**432 Wilson Ave**  
**Kent, Ohio 44240**  
**330.631.6672**  
**330.678.0291**  
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**OBJECTIVE:** I am looking to obtain an entry level position as a dental/medical assistant front desk receptionist at a caring and growing dental or medical office

**EDUCATION:** **Akron Institute:** September 2006 – March 2008 Associates degree of applied science in dental assisting

**SKILLS:**

**Chair side:** Instrument exchange, (using 4-handed dentistry) mixing cements, tray set ups for: Composites, amalgams, crown build-ups and seating's, root canals, basic exams and cleanings.

**Administrative:** Answered phones when needed, called in and scheduled patients. Called patients who have canceled or no-show for rescheduling.

**Laboratory:** Experience with Impressions, pouring models, bleaching trays, and trimming models.

**Affiliations:** Member of the American Dental Assistants Association, Licensed Radiology Technician, and Dean's List.

**EXPERIENCE:** **Portage County Community Health Center**  
1993 State Rte 59  
Kent Ohio 44240  
November 2009-June 2010  
**Position:** Dental Assistant  
**Duties:** Assisted with emergencies, walk-ins, composites, extractions, exams and cleanings. Experience with using the bisecting and vertical technique taking x-rays, and calling patients in and rescheduling.

**Mary Ann Wolf, DDS**  
Cuyahoga Falls, Ohio 44223  
December 2008- October 2009  
**Position:** Dental Assistant  
**Duties:** Assisted with composites, amalgams, exams, cleanings, crown seating's, crown preps, and root canals.

**REFERENCES:**

Diane Stricker.....440.256.1033  
Nina Gray.....330.503.1701  
Dr. Graney.....216.926.2301  
Dr. Wolf.....330.922.0810