

Davis Tran

Optician/Optical Technician at Pearle Vision

dtran00@yahoo.com

Experience

Optician/Optical Technician at Pearle Vision

October 2012 - Present (4 years 1 month)

- # Measure patients and clients bridge and eye size, temple length, vertex distance, pupillary distance, and optical centers of eyes, using measuring devices.
- # Verify that finished lenses are ground to prescription specifications.
- # Prepare work orders and instructions for grinding lenses and fabricating eyeglasses.
- # Assist clients in selecting frames according to style and color, and ensure that frames are coordinated with facial and eye measurements and optical prescriptions.
- # Maintain records of customer prescriptions, work orders, and payments.
- # Perform administrative duties such as tracking inventory and sales, submitting patient insurance information, and performing simple bookkeeping.
- # Heats, shapes, or bends plastic or metal frames to adjust eyeglasses to fit patient. Instructs clients in adapting to, wearing and caring for eyeglasses. Repairs damaged frames. In the optical lab, was to grinds lens edges and applies coating/tint to lenses to be inserted into the patient's eyeglasses frame.

Optician/Optometric Assistant at VisionOne Eyecare

September 2008 - August 2012 (4 years)

- # Optometrist assistant would perform preliminary testing before each eye exams and office visit.
 - # Was able to document each patient's visit and acting as the optometrist's personal assistant.
 - # Performs necessary tasks for good patient care and assisting the optometrist and office manager in the the office.
 - # Books, confirms, and makes recall appointments. Prepare files for patient care and followup. Communicates verbally and non-verbally positively with the patient and the office staff.
 - # Recommends specific lenses, lens coatings, and frames to suit patient needs. Assists patient in selecting frames according to style and color, coordinating frames with facial and eye measurements and optical prescription.
 - # Informs patient of care and adaptation needed for patient's purchase.
 - # Assists patient with contact lens related care, supporting the optometrist's direction.
 - # Prepares work order and instructions for grinding lenses and fabricating eyeglasses. Verifies finished lenses are ground to specification. Notifies patient that their product is ready for delivery.
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Languages

English

Vietnamese

Education

University of Houston

Bachelor's Degree, Computer and Information Sciences and Support Services, 2016 - 2018

University of Houston

Bachelor of Science (BS), Biochemistry, 2008 - 2014

Activities and Societies: UH POPS

Houston Community College

Associate of Science (A.S.), 2004 - 2006

Skills & Expertise

Healthcare

Customer Service

Lenses

Management

Time Management

Sales

Eye Exams

Data Entry

Retail

Inventory Management

Information Technology

Computer Repair

Computer Proficiency

Microsoft Word

Retail Sales

Microsoft Office

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[Contact Davis on LinkedIn](#)