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|  | Latambria smith  1555 Oakbrook St. Lancaster, TX 75134  latambriasmith@gmail.com | 469)223-3928 |
| Objective | My objective is to grow with and showcase my many years of experience and be a positive asset to your company. |
| Skills & Abilities | 14 yrs. as a Registered Dental Assistant, 5yrs as Lead RDA, Operational Manager, Front Office Experience, CPR, General Anesthesia Assisting, Sterile Processing Certified, Phlebotomy Certification, Pharmacy Tech in Training Certification |
| Experience | **Dental Assistant/Front Office** Dental Auxiliary Services  Sept. 2017- Present  Temporary assistant or front desk help at different offices  **Traveling Dental Anesthesia Assistant**  Dr. Hunter Stuart  August 2017-August 2018  Traveled to different pediatric dental offices to assist with General Anesthesia cases **Lead RDA/ Back Office Operations Manager**Children 1st Dental and Surgery CenterJuly 2010 – July 2017 Chairside assisting, Created RDA Manual, assisted with all aspects of opening 3 new surgery centers, Ordered Supplies, Completed Interviews, Lead Assistant, Digital X-rays, etc. |
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