

Natalie Chen
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Summary of Qualifications

- 2 years of experience as dental assistant
- Proficient in basic laboratory techniques, administration, clinical skills, patient care, hygiene and inventory management
- Practical laboratory skills and attention to detail gained from hands-on clinical experience assisting for advanced dental procedures

Education

Bachelor of Science: Cognitive Science with a focus in Neuroscience, June 2026
University of California, San Diego - La Jolla, CA

Administrative and Clinical Experience

- Organized patient medical records updated and stored physically and electronically
- Sterilized and disinfected instruments, set up instrument trays, and prepared materials
- Assisted dental procedures like crown delivery, cavity filling, deep cleaning, and tooth extraction
- Exposed and processed dental diagnostic X-rays
- Formed preliminary impressions for study casts and occlusal registrations

Customer Service, Hygiene and Inventory Management

- Maintained a positive environment for patient/customer safety and comfort
- Used time management and organizational skills to prepare and serve drinks and desserts
- Sanitized and maintained cleanliness of all areas
- Addressed and resolved customer issues in a polite and effective manner
- Stocked and monitored inventory levels to ensure inventory is not low or out

Employment history

Dental Assistant	Elements Dental	South Pasadena, CA	6/2022 - 9/2023
Barista	Oinkmoo Teabar	Pasadena, CA	11/2020 - 8/2021
Barista	Pillowtalk	Pasadena, CA	2/2022 - 5/2022

Relevant Coursework

BILD4: Biology Lab

- Designed and researched original research question
- Became familiar with lab technique and protocol such as pipetting, microscopy, gel electrophoresis, and DNA extraction

Languages

- Fluently speak and understand Mandarin, proficient in reading and writing