# Demetra McIntosh

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# Personal Statement​

I recently received my National Diploma in Dental Nursing. I am a very hardworking individual, who takes pride in my work. I am very punctual, capable of multitasking, using my initiative as well as an excellent team player with excellent communication and interpersonal skills. In addition, I am very organised, highly motivated, eager to learn, computer literate and has good time management skills and is willing to take constructive criticism.

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| **Key**​​**Skills** |  |  |
| * Punctual | * Reliable | * Healthcare Background |
| * Customer Service | * Empathetic | * Competent in IT |
| * Dedicated | * Approachable | * Using the telephone |
|  |  |  |
| **Education** |  |  |
| Harriet Ellis London, UK | Diploma in Dental Nursing | 2016 |
| William Knibb Memorial High School Jamaica, West Indies | 3 (C) GSCE’s | 2005 |
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| **Employment** |  |  |
| **Trainee Dental Nurse 2016-2018 & Dental Nurse 2018 – Present** Coulsdon Dental Practice, London, UK |  |

* Assist in maintaining patients confidence
* Sterilising of instruments
* Assist the Dentist with instruments and mixing of materials
* Document dental services by charting in patients records
* Promoting and adhering to infection control and create a safe effective working environment for clients.
* Booking and cancelling appointments
* Registering patients

**Hostess- 2015-2016** Margaritaville, Jamaica, West Indies

* Meeting and greeting guest
* Dealing with customers
* Following protocols
* Record keeping
* Customer service
* Maintaining Health and Safety

## **Dental Assistant: 2007­2009** Northern Dental , Jamaica, West Indies

* Using the telephone
* Keeping record
* Writing documents
* Document dental services by charting in patients records
* Health Promotion.
* Assist in maintaining patients confidence
* Maintaining confidentiality
* Provides instrumentation by sterilising and delivering them to treatment areas, positioning instruments for dentist access, suctioning and passing instruments.
* Provide materials by selecting and mixing.
* Cash handling
* Promoting and adhering to infection control and create a safe effective working environment for clients.

## **Waitress** **2006-2007** Iberostar Resort, Jamaica, West Indies

* Providing effective customer service to customers
* Following protocols
* Stock up service areas
* Assist in setting up of tables for guest.
* Maintain health and safety and hygiene
* Meeting and greeting guest.

**Interests** ​**and**​​**Hobbies**​

In my spare time I enjoying playing netball, cooking and listening to music.

**References**

Dr. Sejil Karim

Dentist

Coulsdon Dental Practice

Coulsdon, CR5 2NH

Tel: 07528311188

Dr Janet Ung

Dentist

Coulsdon Dental Practice

Coulsdon, CR5 2NQ

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