

NEVAEH BERMAN

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📍 Honolulu, HI 96819

PROFESSIONAL SUMMARY

Equipped with strong problem-solving abilities, willingness to learn, and excellent communication skills. Poised to contribute to team success and achieve positive results. Ready to tackle new challenges and advance organizational objectives with dedication and enthusiasm.

SKILLS

- Appointment scheduling
- Cleanliness maintenance
- Environmental awareness
- Patient charting
- Cash handling accuracy
- Endodontic procedures
- Equipment sterilization
- Habitat restoration
- Oral surgery
- Sterilization techniques
- Oral hygiene education
- Effective communication

EDUCATION

Bonanza High School
Bonanza, OR • 06/2020
High School Diploma

Southwestern Community College
North Bend, OR • 04/2022
No Degree: General Studies

WORK HISTORY

Honolulu Dental Care - Lead Dental Assistant
Honolulu, HI • 12/2023 - Current

- Managed inventory of dental supplies, minimizing waste while ensuring necessary resources were readily available for all procedures.
- Explained treatment procedures and instructed patients on home care guidelines.
- Maintained dental supply inventory by checking stock to determine inventory levels and placing and expediting orders for supplies.
- Successfully assisted dentist by performing four-handed dentistry and other chair-side duties.
- Took dental images following strict patient protection rules, applying lead aprons.
- Assisted dentists in various procedures, ensuring accurate treatment delivery and high-quality patient care.
- Developed strong relationships with patients, fostering a welcoming environment that encouraged return visits.
- Mentored junior dental assistants, sharing valuable knowledge to strengthen the overall quality of the team's performance.
- Helped dentists restore teeth by applying permanent and temporary fillings and crowns.
- Sanitized trays, instruments, and surfaces for clean dental office setting and patient safety.
- Scheduled and confirmed patient appointments.

Metro Bru - Barista Shift Supervisor
North Bend, OR • 11/2021 - 05/2023

- Trained new team members on barista skills, cash handling procedures, and company policies for consistent performance across the team.
- Fostered a positive work atmosphere with clear communication, teamwork, and proactive problem-solving strategies.
- Built strong relationships with regular customers through attentive service, remembering preferences, and engaging in friendly conversation when appropriate.
- Trained, scheduled, and supervised barista workers to maintain and uphold store policies and optimize staffing patterns.

- Served customers quickly and efficiently and created strategies to prevent delays.
- Boosted sales through the promotion of seasonal beverages and upselling bakery items to customers.
- Created superlative coffeehouse experience through customer service, beverage preparation, and presentation, in-store marketing and thorough cleanliness and sanitation of space.
- Memorized ingredients and recipes for wide variety specialty drinks.
- Resolved customer complaints professionally, demonstrating empathy while finding solutions in line with company policies.
- Restocked and cleaned stations and facilities to maintain cleanly and operable standards.

Tulelake National Wildlife Refuge - YCC Crew Member

Tulelake, CA • 06/2019 - 08/2019

- Preserved historical landmarks within national parks by conducting restoration projects on buildings, monuments, and artifacts under expert supervision.
- Demonstrated adaptability by quickly adjusting to changing weather conditions or project requirements while maintaining high-quality work standards.
- Increased visitor satisfaction through timely completion of maintenance tasks such as trash collection, restroom cleaning, and campsite management.
- Educated visitors on environmental conservation practices during guided tours and workshops.
- Collaborated with local volunteers during community service events such as tree planting days or beach cleanups to promote environmental stewardship in the wider community.
- Assisted in the construction of bridges, boardwalks, and other structures to improve accessibility within parks and recreational areas.
- Improved trail safety by identifying and repairing hazards such as unstable rocks and overgrown vegetation.
- Used hand saws and power equipment to remove unwanted and diseased trees.