

## **Crystal D. Doyle**

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### **Summary of Qualifications**

- Seventeen years' experience as a registered dental assistant
- Align Technology certified
- Self-motivated; able to implement decisions and set effective priorities to achieve both immediate and long term goals.
- Excellent communication skills both oral and written
- Proven interpersonal skills, having dealt with a variety of professionals and patients

### **Work Experience**

Chesterfield Family and Cosmetic Dental Center  
Roger Buzbee, DDS • Springfield, MO 417-888-0771

Assistant 2013 - 2016

- Eagle Soft
- Cerec Restorations
- Cosmetic Restorations with Estetic Alliance Las Vegas Nevada
- Limited Ortho with Five Star Dental lab
- Incoming and Outgoing lab cases
- Office Inventory
- New Patient Exams and Charting
- Align Treatment
- Child and Teenage Prophys

Dr. Michael Skahan Periodontist • Springfield and Joplin, MO

Assistant 2011 - 2013

- Periodontal Surgeries
- Tissue Graphs
- Dentrax
- Shick Digital X-Ray
- Office Supplies for Dual Offices
- Periodontal Charting

Dr. George Graham, DDS • Springfield, MO

Assistant 2003 - 2011

- Cosmetic and general dentistry chair side
- Responsible for ordering supplies, staying within budget while maintaining inventory
- Assist patients in cosmetic decision making, shade and shape and smile line etc...
- Dextrix trained to G4
- Schedule appointments, follow-up with new patients
- Digital radiography
- Continuing education up to date
- Cleaning and spore testing on statium and autoclave
- Pour and mount models/whitening trays/fluoride trays

Midtown Dental Center • Springfield, MO

*Chairside dental assistant* 2001 - 2004

- Worked with a left handed dentist
- General dentistry/denture

Dr Brenda Herman • Springfield, MO

*Registered Dental Assistant Internship* 2000

- Learned different aspects of a dental office from ortho to cosmetics to hygiene to front office

Fashion Review • Springfield, MO

*Shop Manager* 1991 - 2001

- Supervised five employees
- Bank statements, deposits, collections
- Alterations
- Bridal sales and rentals
- Flower arrangements
- Ordering and Inventory

## **Education**

Pleasant Hope • Pleasant Hope, MO

**High School Diploma**, 1991

Vatterott College Springfield, MO

Registered dental assisting, 2000-2001

## **References**

Teresa Buzbee	<b>417-299-5585</b>
Dawn Sutton	<b>417-733-3432</b>
Nancy Gargon	<b>417-851-7588</b>
Vicki Wolfe-Parrot	<b>417-831-8116</b>