

HANNAH BURGESS

(417) 209-4760 | hannahburgess@gmail.com

EXPERIENCE

Oral Surgery Assistant at Associates in Oral Surgery & Dental Implants

May 2017-Present

Assist Dr. Glenn Makowski in oral surgery, post-operative appointments, and consultations; monitor sedated patients; sterilize instruments; log & maintain emergency drugs & equipment; educate patients on Pre- and Post-Op procedures; prepare & clean-up operatories; maintain & order all supplies; ensure all staff members act in accordance with Exposure Control Plan; acquire & maintain all necessary documentation for ECP & employee files; expose panoramic radiographs and CT scans; answer phones; schedule patients; accept payments.

Landscape Crew Member at M&K Waterworks

March 2016-May 2017

Planted trees for the City of Springfield; shaped and mulched displays; shoveled, raked, and cleaned sites; watered and maintained trees; completed occasional clerical work.

Detailer at Marionville Powersports

May 2015- August 2016

Washed and detailed new and used motorcycles, ATVs, UTVs, scooters, Polaris Slingshots, and dirt bikes; kept the showroom clean, dusted, and in order; checked in parts from delivery; organized merchandise; filed paperwork.

SKILLS

Adaptable (became Lead D.A. after an almost complete turnover)

Detail oriented (have detailed motorcycles hundreds of times)

Technologically savvy (completed 4 computer skills classes)

Strong work ethic & problem solving abilities (earned a 4.0 Collegiate GPA)

EDUCATION

Missouri Southern State University

August 2016-Present

*Health Science Major with an emphasis in Dental Hygiene
and a Minor in Biology*

Willard High School

August 2012- May 2016

Honors High School Diploma

SERVICE

Lafayette House (*cared for, and played with, young children*)

MSSU Prairie Cleanup (*with Biology Club*)

Ozarks Food Harvest (*Food Backpacks for children*)

Relay for Life (*raised money and walked event 2 years*)

Convoy of Hope (*Hands of Hope food packing*)

TRAINING

Certified BLS Provider

Conscious Sedation Certification

Bloodborne Pathogen Training Completion