

# Nabil Vega

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## Professional Summary

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- Compassionate Entry Level Dental Assistant who is well-versed in four handed chair side dentistry, routine restoration and intra-oral techniques.

## Skills

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| ▪ Quicker learner                      | ▪ Bilingual (English,Spanish)       |
| ▪ Skilled Call Center Operation        | ▪ Dental Knowledge                  |
| ▪ Sterilization techniques familiarity | ▪ Syringes and anesthetic knowledge |
| ▪ Coronal Polish (CP)                  | ▪ Tooth charting                    |
| ▪ BLS Certified (2015-2017)            | ▪ Instrument familiarity            |
| ▪ Gentle patient care                  | ▪ Superior customer care            |
| ▪ Proper telephone etiquette           | ▪ Alginate impression experience    |
| ▪ Radiographs experience               | ▪ Patient education                 |
| ▪ Keeping patient comfortable          | ▪ Fluoride treatment                |
| ▪ Full mouth radiographs               |                                     |

## Experience

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### *Lucky Nails*

*Las Vegas, NV*

### *Nail Receptionist*

*Sep 2011-Sep 2014*

- Greet persons entering establishment, determine nature and purpose of visit, and direct or escort them to specific destinations.
- Receive payment and record receipts for services.
- Schedule appointments and maintain and update appointment calendars.
- Answered an average of 20 calls per day by providing new products and availability.
- Restocked shipments.

### *Mgguire Research System*

*Las Vegas, NV*

### *Call Center*

*Feb 2013-Jul 2013*

- Outbound an average of 150 calls per hour by giving survey.
- Managed high call volume with tact and professionalism.
- Manages customer calls effectively and efficiently in a couple,fast-paced and challenging call center environment.

### *Executive Protection*

*Las Vegas, NV*

### *Security*

*Nov 2008-Sep 2011*

- Greeted customers entering and exiting the store.
- Wrote reports on property damage, theft, prences of unauthorized and unusual occurrences.
- Monitored and reported suspicious activities local authorities.
- Secured all doors in the office and main building after hours.
- Inspected equipment, structures and materials to identify the cause of errors and defects.

## Education

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### *Milan Institute Las Vegas, Nevada*

*Las Vegas, NV*

### *Dental Assistant*

*Dec 2016*