

# Sterilization Assistant

## ROBERT SMITH

Phone: (123) 456 78 99  
Email: [info@qwikresume.com](mailto:info@qwikresume.com)  
Website: [www.qwikresume.com](http://www.qwikresume.com)  
LinkedIn:  
[linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)  
Address: 1737 Marshville Road,  
Alabama.

### Objective

Looking to obtain a Sterilization Assistant position in a fun, fast paced and friendly working environment. Work well with others as well on my own. An extremely hard worker and always do my best in everything I do. I love working with the public and I have over 17 years of customer service experience. Very professional and have strong work ethics. Always there to help people to get the job done right in a quick and efficient manner. Always eager to learn new things and tend to obtain new information very easily.

### Skills

Microsoft Office, Office Administration, Delivery Service, Databases, Inventory Control, Time Management, Schedule Appointments.

### Work Experience

#### Sterilization Assistant

**ABC Corporation** - May 1995 – January 2001

- Offered this position before I graduated high school starting out as a sterilization assistant.
- Sterilised instruments, set up procedures to make sure that the assistants had all of the correct instruments to perform their job in an efficient manner.
- Assisted in whatever they needed throughout the procedure.
- Served as a second assistant to the Doctor and assistant while they performed each procedure to make sure everything ran as efficiently as possible.
- Passed the required testing, I was then able to work directly with the patients and Doctor to perform each procedure.
- Increased to taking x-rays, taking impressions, removing brackets, wires, fitting bands, etc, so the patient was ready when the Doctor came to that particular patient.
- Assisted the Doctor directly with that patient until the procedure was complete.

#### Sterilization Assistant

**Delta Corporation** - 1993 - 1995

- Assist dentists by providing instruments during surgery and using suction to clear the patients mouth clean and sterilize all instruments that were .
- Assembled trays and packaged instruments and equipment to prepare for sterilization.
- Ensured specialty carts are stocked and ready for immediate use Made certain rooms were clean and stocked with adequate supplies.
- Completed various tasks in the office, including cleaning equipment and organizing files.
- Assembled trays for banding/bondings, debonds, and adjustments - Stocked and organized dental operatories - Worked independently and effectively to .
- Hours Orthodontics Chairside Assistant.
- Sterilized dental instruments and clinical work space -Assisted in the general workflow of a small clinic -Filed office records -Maintained an .

## Education

MS