

# Morgan Rountree

## **Seeking employment.**

Chehalis, WA 98532

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(360) 749-7879

I am hard working and eager to learn. I would be a great asset to any team.

Authorized to work in the US for any employer

## Work Experience

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### **Dental Assistant**

Happy Kids Dentistry and Orthodontics - Chehalis, WA

May 2021 to October 2021

- Operation and management of Hygiene chair with patients.
- Operation and management of treatment chair with patients.
- OR assisting with GA
- N2O administration
- X-rays (BWV, PAX, and PANO)
- Sterile tech
- Charting and Treatment planning
- OSHA/WISHA compliant

### **Order Fulfillment Associate**

The Home Depot - Chehalis, WA

June 2020 to May 2021

- Greets customers including answering phones and directing customer inquiries to appropriate parties.
- Answers routine questions from customers.
- Receives and processes payments according to standard procedures.
- Informs customers about services available and assesses customer needs.
- Complete delivery scheduling, verifying proper merchandise for each order.
- Forklift certification for operation with loading and unloading delivery truck.

### **General Laborer**

Self Contract - Olympia, WA

December 2016 to April 2021

Regular lawn upkeep for elderly clients.

Contracted for labor in building tiny homes.

Heated floor install.

Metal roofing install.

Wrap around deck construction.

Removal of deck, stairs, and overhang.

Ability to use and operate machinery and power tools efficiently.

## **Seasonal Assistant Manager**

Cherry Hill Programs - Carlsbad, CA  
November 2020 to December 2020

- Greeting customers including answering phones and taking customer feedback.
- Opening and closing operations associated with seasonal set guidelines.
- Equipment setup along with operation and training.
- Set management of promotions and merchandise.
- Weekly employee scheduling including break management.
- Cash reports and bank drop off.
- Finding solutions for unsatisfied customers.

## Education

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### **Dental Assistant Certification in Dental Assisting**

Arch Dental Academy - Seattle, WA  
February 2021 to Present

### **High school diploma in HS Diploma**

Castle Rock High School - Castle Rock, WA  
August 2011 to June 2015

## Skills

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- Dental Assisting
- Order Fulfillment
- Infection Control Training
- Roofing
- Freight Experience
- Chairside Assisting
- Eaglesoft

## Links

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[https://docs.google.com/document/d/1N8\\_5A\\_AB3vkAgOh\\_Q8ZLTNC1xF6p3FccagrDyN5U1u0/edit?usp=sharing](https://docs.google.com/document/d/1N8_5A_AB3vkAgOh_Q8ZLTNC1xF6p3FccagrDyN5U1u0/edit?usp=sharing)

## Certifications and Licenses

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### **Dental Assistant Registration**

April 2021 to September 2021

### **First Aid CPR AED**

April 2021 to April 2023

### **HIV/Aids training**

Present

## **Certified Dental Assistant**

### Assessments

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#### **Work style: Conscientiousness — Highly Proficient**

March 2021

Tendency to be well-organized, rule-abiding, and hard-working

Full results: [Highly Proficient](#)

#### **Attention to detail — Highly Proficient**

April 2021

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Highly Proficient](#)

#### **Following directions — Highly Proficient**

April 2021

Following multi-step instructions

Full results: [Highly Proficient](#)

#### **Verbal communication — Proficient**

April 2021

Speaking clearly, correctly, and concisely

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.