

# Jessica Martinez

(737) 231-6386  
jessicamtz2020@gmail.com

## EDUCATION

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**Sonrisas Training Center**  
*Dental Assistant Program*

Austin, TX  
Expected to Graduate December 2021

**Round Rock High School**  
*High School Diploma*

Round Rock, TX  
Class of 2021

## EXTERNSHIP EXPERIENCE

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**Sonrisas Orthodontics**

Austin, TX

- Observed prosthodontist during procedures and anesthetizing
- Shadowed dental hygienist and dental assistant during the day
- Helped sterilize and package instruments, tray set-ups, and turning-over rooms
- Engaged and interacted with patients
- Helped position and take x-rays; bitewings and PA's
- Practiced taking and pouring impressions and trimming models
- Exposed to Tops and Dentrax

## WORK EXPERIENCE

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**Cricket**

*Sales Representative*

Round Rock, TX  
September 2021 – Present

- Trusted employee, responsible for opening/closing the store and preparing all equipment for the day
- Making phone, phone plan and accessory sales, meeting daily quota goals
- Deliver excellent customer service, answer questions and promote the marketing of new merchandise

**Marshalls**

*Sales Associate*

Round Rock, TX  
September 2019 – September 2021

- Worked the cash register, processed sales and returns and provided excellent customer service
- Trained new employees on the floor and the register
- Cleaned the sales floor during closing and unboxed new merchandise inventory in the back

## RELEVANT SKILLS

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Bilingual in English and Spanish | Problem Solving | Communication Skills | Flexible | Respectful  
Adapts to new concepts or situations quickly | Fast Learner | Punctual | Team Worker

## CERTIFICATIONS

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- CPR Basic Life Support – American Health Academy  
October 2021 – 2023
- HIPAA & OSHA Training  
October 2021