

Registered Dental Hygienist

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York Region (The Regional Municipality of York)

DEPARTMENT: Community and Health Services Department
BRANCH: Public Health Branch, Child & Family Health Division
SALARY: \$44.17 to \$48.01 per hour LOCATION: 9060 Jane Street, Vaughan
STATUS: Temporary Full-Time, Approx. 12 months
SCHEDULED WEEKLY HOURS: 35
SCHEDULED SHIFTS: 0830 – 1630
This is a Replacement Union position - CUPE Local 905 (York Region Unit)

POSITION PURPOSE

Reporting to the Manager, Child and Family Health, is responsible for providing Regional public health dental programs and services as outlined in the Ministry of Health and Long-Term Care Mandatory Health Programs and Services Guidelines, under the Health Protection and Promotion Act; Children and Youth Dental Program: conducting dental screening and referral programs for children and youth; and providing clinical preventive services including topical fluoride applications, scaling, polishing, sealants and oral hygiene instruction.

MAJOR RESPONSIBILITIES

- Evaluates and recognizes existing oral conditions requiring treatment and assesses eligibility for publicly funded children/seniors dental programs.
- Accepts responsibility for clinical decisions, accuracy of records and charts, and the delivery and completion of assigned programs, as a regulated health professional in the dental team.
- Complies with prevention and infection control guidelines, in accordance with the Provincial Infectious Diseases Advisory Committee (PIDAC), the Royal College of Dental Surgeons of Ontario (RCDSO) and the College of Dental Hygienists of Ontario (CDHO).
- Responds to dental health inquiries from various people such as residents/parents, dental offices, health professionals and the community.
- Assists the Manager with the procurement of dental supplies by communicating with dental supply companies on various issues including equipment repairs, quotations, orders, merchandise, credits and materials, as required.
- Orders supplies and facilitates maintenance of clinical equipment.
- Facilitates presentations to the community, to improve oral health awareness.
- Assists in the development and delivery of oral health education resources, as assigned, and participates in health promotion initiatives.
- Compiles records, reports and statistics for the Manager, as requested.
- Assists in maintaining the inventory of clinical supplies and informs staff responsible for ordering when supplies are low.

QUALIFICATIONS

- Successful completion of a Community College Diploma in Dental Hygiene.
 - Current registration with the College of Dental Hygienists of Ontario and authorized by the College of Dental Hygienists of Ontario to self initiate.
 - Minimum three (3) years clinical experience.
 - Satisfactory Vulnerable Sector Check.
 - Valid Ontario Class "G" driver's license and reliable vehicle to use on regional business.
- Please apply online by December 19, 2019 at 4:30 p.m. We thank all candidates for their interest, however only those selected for an interview will be contacted via email

Citation: York Region, The Regional Municipality of York- Registered Dental Hygienist, 10 Dec. 2019,
<https://g.co/kgs/CPcrUK>

936 Lakewood Cres.
Belle River, ON, N0R1A0

December 19,2019

Community and Health Services Department
Child and Family Health Division
York Region, Vaughan, ON

Subject: Application for Dental Hygiene Position

To whom it may concern,

I am writing to express my interest in the registered dental hygienist position in the Community and Health Services Dept. of Regional Municipality of York. I am currently pursuing bachelor's degree in dental hygiene through University of British Columbia. Through my career as a dental hygienist, I have had the opportunity to build my knowledge base and enhance my skills and experience with exposure to diversity of clients.

I am self-initiated and have worked as registered hygienist for twelve years and as registered restorative hygienist for six years. Working as a restorative hygienist, I have gained experience to perform challenging restoration procedures on children with utmost patience and effective time management. I have also worked with special needs children in my office. I have the ability to work under pressure without losing my cool.

I nourish my passion for helping people and giving back to the community by volunteering whenever I can. I am also an active attendant of oral health seminars and career advancing professional development opportunities. I am a team player and an approachable person for clients and coworkers creating a comfortable work environment.

I would appreciate the opportunity of becoming an efficient and enthusiastic team member of the Child and Family Health Division. Please contact me at 519 995 6776 or email at t.atwal@alumni.ubc.ca for any questions. I will be looking forward to hearing from you.

Sincerely



Tarandeep Atwal
Encl: Resume

Tarandeep Atwal, RRDH

936 Lakewood Cres.

Belle River, ON, N0R1A0

Phone: 519 995 6776

Email: t.atwal@alumni.ubc.ca

OBJECTIVE Dental Hygienist in regional public health sector utilizing clinical preventive skills.

EDUCATION

- 2019-2021 **University of British Columbia, Vancouver, BC**
BSc, DH degree completion
- 2011-2012 **George Brown College, Toronto, ON**
Certificate (Honours), Restorative Dental Hygiene
- 2004-2006 **George Brown College, Toronto, ON**
Diploma, Dental Hygiene
- 2003-2004 **George Brown College, Toronto, ON**
Certificate (Honors), Dental Assisting II
- 2002-2003 **George Brown College, Toronto, ON**
Pre-health Science

EMPLOYMENT

- 2007-2018 **Springdale Family Dental, Brampton, ON**
Worked as a dental hygienist and restorative hygienist
Performed extra-oral/intra-oral assessment, nutritional counselling, tobacco-cessation, oral hygiene instruction, performed scaling, selective prophylaxis and fluoride therapy. digital radiography, referrals, treatment goals, evaluation and maintaining client records, placed permanent and temporary restorations, polished and adjusted restorations, fabricated provisional crowns and bridges, placed lingual retainer wires and bonded space maintainers in children.
- 2006-2007 **Dr. S. Dhillon and Associates, Brampton, ON**
Worked part time as a dental hygienist performing preventive clinical skills.

PERSONAL**Awards**

Overall excellence award in Clinical dental hygiene (2006).

Volunteer work

Oral health educator to first graders in elementary school.

Oral health and oral cancer presentations to seniors in community centres.

Skills

Computer efficient, take pride in time management, leadership multi-tasking and team-work skills

REFERENCES Available on request

936 Lakewood Cres.
Belle River, ON, N0R1A0

December 19,2019

Dr. S. Dhillon and Associates
900 Ray Lawson Blvd #4,
Brampton, ON, L6Y 5H7

Subject: Request for Reference

Dear Dr. Dhillon,

I hope this email finds you well and busy with the work you are so passionate about. It feels only few years have passed when I gained my first ever work experience as a dental hygienist at your practice. Your positivity and immense support helped me grow professionally. I am actually reaching out to you hoping that you would serve as one of my references for a job application.

The job that I have applied for is an opportunity that will fulfill my dream to provide dental care to children and seniors in a public health setting. I really enjoy delivering oral health presentations to first graders and seniors, this is something I always look forward to volunteer in. It gives a great level of professional satisfaction, something that you often mentioned and encouraged all of your employees to strive for.

I am affirmative that your extensive work experience and reputation in the dental field will work in my favor towards this job if you confirm to act as my reference. Please feel free to contact me at 519 995 6776 or email at t.atwal@alumni.ubc.ca for any questions.

I thank you for your time and I will be eagerly waiting to hear from you.

Sincerely



Tarandeep Atwal

936 Lakewood Cres.
Belle River, ON, N0R1A0

December 19,2019

Dr. Harpaul J. Anand
55 Mountainash Rd.
Brampton, ON, L6R1W4

Subject: Request for Reference

Dear Dr. Anand,

I hope all is well on your side and as holidays are approaching, I am sure you are busy planning a wonderful customary Christmas party at your place. I must admit that I really miss working with you all at Spingdale Dental Office. I really need you to act as one of my reference for a job I am applying for.

As you know that I have always wanted to work in Public Health sector, this job offers me that opportunity. I will be delivering oral health services to children. My restorative dental hygiene experience can be useful to assess restorations that need repair when performing screenings and assessment on children.

We both have worked together for over ten years and you have always encouraged me to take new challenges. This is how I decided to pursue further studies to advance my career. I am grateful to you for always guiding me towards honing my skills. You will owe me another favor by recommending me for this job opportunity. Please feel free to contact me at 519 995 6776 or email at t.atwal@alumni.ubc.ca for any questions.

Thank you so much for your time and I am looking forward to hearing from you soon.

Sincerely



Tarandeep Atwal

936 Lakewood Cres.
Belle River, ON, N0R1A0

December 19,2019

Melissa Crawford
Program Coordinator
Restorative Dental Hygiene
George Brown College, ON

Subject: Request for Reference

Dear Melissa,

I hope all is well on your side and you are enjoying teaching the restorative program. I will definitely drop by at your office in the new year as I have not seen it yet. I needed a favor from you, I would appreciate if you can act as one of my references for a job opportunity I am applying for.

You literally polished my time management and multi-tasking skills. I still have fresh memories of every moment of time spent at the clinic as your student. I used to run behind until you took control and taught me to take control of my time while managing multi things at a time. The experience I gained being your student boosted my confidence, as you know time management is a critical skill in our profession.

The job offers a wide range of duties requiring multi-tasking and managing time effectively. I will be working with children in a public health setting. Being a teacher with over 35 years of experience, your recommendation will work remarkably in my favor. Please feel free to contact me at 519 995 6776 or email at t.atwal@alumni.ubc.ca for any questions.

Thank you so much for your time and I am looking forward to hearing from you soon.

Sincerely

A handwritten signature in black ink, appearing to read 'T. Atwal', with a stylized flourish at the end.

Tarandeep Atwal