

August 20, 2018

Sherry A. Allen  
942 East Grace Street  
Republic, MO 65738  
808-250-9226  
[allen042698@gmail.com](mailto:allen042698@gmail.com)

To Whom it May Concern,

I am very excited to be returning home to Missouri after living and working the last 10 years in Hawaii and Colorado. I am looking for long term position as a dental hygienist but am available currently for temporary work. I have over 14 years of experience as a registered dental hygienist. In addition to my experience as a dental hygienist, I also have experience of working the front desk including filing insurance claims and preparing and presenting treatment plans for restorative and dental hygiene treatment. Assuring that the patients have a positive experience at the dentist office has always been my top priority. One of my best traits is being very considerate to each patient's needs. This has led to high reviews on Yelp on Maui and on patient satisfaction surveys.

Thank you for your consideration. I have attached 2 reference letters. I can provide more references upon request and bring surveys to my interview. I am confident that I will be a valuable addition to your practice. I look forward to scheduling an interview where I can talk more about my interests and qualifications. If your are currently not hiring please keep my resume on file and feel free to forward it to dental colleagues that may be in search of a dental hygienist. Please feel free to contact me by email or phone.

Sincerely

Sherry A. Allen, RDH, BS

**SHERRY ALLEN**

942 East Grace Street  
Republic, Missouri 65738  
[allen042698@gmail.com](mailto:allen042698@gmail.com)  
808-250-9226

**OBJECTIVE**

To obtain a position as a dental hygienist, which will utilize my knowledge, education, and experience to contribute to the success of the dental practice.

**EDUCATION**

University of Missouri-Kansas City School of Dentistry  
Bachelor of Science in Dental Hygiene, May 2004

**LICENSES AND CERTIFICATIONS**

Licensed in Missouri-June 2004  
Licensed in Hawaii-June 2008  
Licensed in Colorado-November 2015  
HIPPA Certification of Completion-April 2017  
Basic Life Support-August 2018

**EMPLOYMENT HISTORY**

Rocky Mountain Laser Dentistry  
Longmont, Colorado 80501  
July 2017-July 2018

Pearl Street Dental  
Boulder, Colorado 80302  
January 2016-June 2017

Wailea Dental  
Wailea, Hawaii 96753  
August 2013-January 2016

Island Dental  
Kahului, Hawaii 96732  
March 2009-August 2013

Maui Smiles  
Kahului, Maui 96732  
August 2008-March 2013

Preston Family Dental  
Republic, Missouri 65838  
June 2004-August 2008

July 1st, 2018

To whom it may concern,

I am writing in regards to Sherry Allen. Sherry worked for me from July 1<sup>st</sup>, 2017 to July 1<sup>st</sup>, 2018 as a full time dental hygienist in my office (approximately 32 hours a week). During that time she was tasked with all aspects of dental hygiene including (but not limited to) updating medical histories, taking radiographs, charting, probing, adult prophies, hygiene instruction, delivering local anesthesia, scaling and root planning, periodontal maintenance, laser periodontal therapy as well as helping to check patients out.

Sherry is an extremely knowledgeable and skilled hygienist with good patient report. She has always been very punctual, professional, and kind to both her co-workers and patients. She has always kept her CPR, OSHA, HIPPA and License in current standing and to my knowledge has never had a complaint filed against her with any dental board. Sherry was always reliable and showed up every day with great attitude.

In conclusion I feel that Sherry Allen would make an outstanding addition to any dental practice that she joins. Her dental expertise would make a valuable member to your dental team. If you have any questions or concerns, please contact me at 303-485-9123 or by email at [bradcwood@hotmail.com](mailto:bradcwood@hotmail.com).

Sincerely,

Dr. Brad C. Wood DDS  
Rocky Mountain Laser Enhanced Dentistry  
916 S. Main Street, STE 303  
Longmont, CO 80504

# PRESTON FAMILY



## DENTAL

604 E. Elm  
Republic, MO 65738  
(417) 732-7874  
(73 BRUSH)

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***Marcia L. Preston, D.D.S., P.C.***

August 7, 2008

Re: Sherry Allen

To Whom It May Concern:

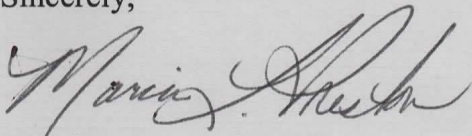
I am regretfully writing this letter to recommend Sherry Allen to your office as a dental hygienist. She is leaving my practice because she is moving to Maui, Hawaii. Sherry started in our office four years ago when she graduated from the University of Missouri-Kansas City School of Dentistry.

Clinically her skills are outstanding. She is a very meticulous hygienist and treats her patients with precise instrumentation. She is very knowledgeable and thorough with the education of her patients about oral hygiene. Sherry is dependable and reliable. She has taken only one sick day in the four years she has been with my practice. She has always arrived on time and been prepared for every patient.

Sherry has great rapport with her patients and many have expressed disappointment that she will no longer be their hygienist. Patients often compliment Sherry on what a great job she does cleaning their teeth. She has been an integral part of my practice and I know she will be missed. I am confident that Sherry will be an asset to any practice she joins.

If you have any questions please do not hesitate to call.

Sincerely,



Marcia L. Preston, DDS