

Dental Office Manager Cover Letter

8288 Ziemann BranchNorth Timothy, OR 17084

Dear Parker VonRueden,

I am excited to be applying for the position of dental office manager. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for diagnostic, preventive, periodontal, restorative, and early intervention treatments allowable under RDH license as specified by the Dental Board of California.

Please consider my experience and qualifications for this position:

- Accounting or relevant field of study is strongly preferred
- Experience in the health care industry, with dental experience preferred
- Vacation is negotiableApply Now
- Medicaid insurance experience, strongly preferred
- Knowledge of presenting dental treatment plans
- Previous working experience in a hospital or dental office as a preceptorship trained dental assistant
- Completion of a certified dental assistant training program/bedside nursing preferred
- Familiar operating budgets and profit and loss statements

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Justice Barton