

KELSEY ARVIDSON

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PROFESSIONAL EXPERIENCE

Rancho Dental Care

San Diego, CA

Dental Assisting Externship

June 2024-August 2024

- Prepared and organized exam rooms and patients for dental appointments with attention to detail
- Gained hands-on experience in dental procedures, including dental polishing, x-rays, and basic clinical assistance, sanitation and sterilization practices, developing practical healthcare skills
- Completed 70 volunteer hours, contributing reliably to patient care and clinic operations

MICHAEL J. PAQUETTE, D.D.S., INC

Tustin, CA

Shadow

June 2023-Present

- Observed dental practices and procedures performed by a dental professional - 102 hours

Fork in the Road Catering

Costa Mesa, CA

Event Server

May 2023-Present

- With a team, consolidated and unloaded event materials and set up tables, chairs, and food stations, ensuring efficient event preparation and break down
- Performed food and beverage service, including plating, serving, and occasional food preparation, maintaining quality and timeliness under high-volume conditions
- Coordinate with servers, chefs, and event staff by delegating tasks, communicating updates, and anticipating needs to ensure smooth event operations

EXTRA CURRICULAR ACTIVITIES

University of Southern California Mobile Dental Clinic

Los Angeles, CA

Volunteer

August 2025-Present

- Support dentists and dental students in a fast-paced mobile clinic providing services to underserved populations by maintaining sterile workspaces and delivering materials efficiently with a team of volunteers
- Managed patient forms, documentation, and basic exam support while interacting with patients, applying empathy, professionalism, and strong organizational and interpersonal skills

UCLA School of Dentistry

Los Angeles, CA

UCLA SNDA Mentorship Program Participant

June 2024-August 2024

- Spoke with a current dental student about experience as a dental student, and received guidance on how to become a stronger applicant

USC Delta Delta Sigma Pre-Dental Honor Society

Los Angeles, CA

General Member

January 2023-Present

- Attend meetings with dental professionals, students, and dental school admissions representatives. Topics discussed range from their experience as dentists, as students of their respective universities, life at the different dental schools, and the requirements of dental schools

LEADERSHIP

Alpha Chi Omega Sorority, Epsilon Chapter

Los Angeles, CA

Vice President of Recruitment Information

August 2025-Present

- Coordinate and facilitate meetings of the Collegiate Recruitment Information Board while maintaining strict confidentiality of sensitive member records and guided membership selection decisions through data-driven evaluation
- Lead and assign responsibilities to matching committee members and active recruiters, recorded attendance for all required recruitment events, enforced compliance and fines when applicable, and oversaw a budget used to provide recruitment supplies for active members
- Serve as the primary liaison for recruitment information, collaborating with chapter executives and Panhellenic advisors to uphold recruitment policies

Alpha Chi Omega Sorority, Epsilon Chapter

Los Angeles, CA

Assistant to Vice President of Facilities

January 2024-December 2024

- Collaborated with the Vice President of Facilities to foster a welcoming and positive living environment for all chapter residents
- Planned and organized house bonding events to strengthen community engagement and resident connection
- Served as a supportive and approachable point of contact for members, helping address resident needs and enhance overall house morale

EDUCATION

University of Southern California

Los Angeles, CA

Bachelors Degree in Health and Human Sciences with Ceramics Minor

August 2022-May 2026

Within the time period of August 2021 - June 2025 I attended several community colleges and 4-year university

SKILLS

Customer Service, Teamwork, Communication, Easily Adaptable, and Dependability