

# Edmonton Dental Assistants Association

## Employment Registry Services

Information to be posted on Registry listings / kept on your file

If you wish to be listed in the Employment Registry you will be asked to provide the following information:

Name \_\_\_\_\_ RDA # \_\_\_\_\_

EDAA Membership # \_\_\_\_\_ Ph# \_\_\_\_\_ Fax # \_\_\_\_\_

Email Address \_\_\_\_\_

Full Mailing Address \_\_\_\_\_ Postal: \_\_\_\_\_

Registration Categories \_\_\_\_\_

**(PLEASE INCLUDE ALL CATEGORIES YOU ARE REGISTERED/TRAINED IN : see below)**

**RDA** (Chairside) **Basic 5** intraoral skills (P & F, Rubber Dam, Impressions, Radiographs)

**Expanded 6** skills (Topical Anesthetic, Matrices & Wedges, Bases & Liners, Suture Removal, Sealants, Desensitizing Agents)

**PP** - Periodontal Probing PSR **TRC**-Temp Rest & Cr. **Student ISP** - NAIT

**Specialty** experience **PDM** – **scaling** module # of years experience \_\_\_\_\_

**HCP** – Healthcare Provider Level cpr (requisite level for healthcare providers is **no longer level C**)

**NOTE:** Pursuant to the Health Professions Act, only registered dental assistants can call themselves “Dental Assistants”, “DA”, “Registered Dental Assistants” and/or “RDAs”. Student grads cannot use the title and initials until they are officially registered and have a valid practice permit and license issued.

Type of work you are looking for \_\_\_\_\_  
(Chairside, Reception, Administration, other)

Do you want FT, PT or Maternity Leave or Relief work \_\_\_\_\_  
(any combination)

Are you willing to work \_\_\_\_\_ weekdays? \_\_\_\_\_ evenings? \_\_\_\_\_ weekends?

Or \_\_\_\_\_

Where you are willing/prefer to work? \_\_\_\_\_  
(Edmonton only, W, E, N, S Edmonton, Sh Pk, St. Albert etc & surrounding areas?)

Any special training or qualities of interest to employers? \_\_\_\_\_

\_\_\_\_\_  
(Current First Aid training, O2 training, second language, Dental computer software program, etc).

You will also be required to read, complete, sign and return the **Code of Conduct and Statement of Understanding for the Employment Registry Services** to ensure that all members accessing these services are aware of the policies that pertain to them. You will not be required to provide it each time you access the services once we have this on file.

**DO NOT SEND US RESUMES!** Employers will contact you for these. Members on the Registry must update their status and information on a monthly basis and inform us as soon as they have accepted a job. This enables us to provide employers with an up to date accurate listing of members looking for work.