

بسم الله الرحمن الرحيم

التاريخ: 2017/6/15م

الموضوع: طلب تقديم لوظيفة مساعد تدريس

السيد: مدير كلية نبتة المحترم

أتقدم أنا الطيبة هاجر عثمان محمد علي بطلبي للحصول على وظيفة
مساعد تدريس كلية طب الأسنان، علما بأني تخرجت عام 2014م من جامعة
الخرطوم وقضيت فترة الإمتياز وسأنتهي من فترة الخطمة الوطنية يوم
2017/6/28م

ولكم جزيل الشكر والتقدير

مرفق مع الطلب:

- السيرة الذاتية
- شهادة التخرج
- شهادة التفاصيل
- الرقم الوطني

مقدم الطلب: هاجر عثمان محمد علي

HAJAR MOHAMMED

Khartoum, Sudan | 0909653576 | Hagogend@gmail.com

Professional Summary

Compassionate, organized and detail-oriented dentist versed in instructing patients on proper dental hygiene techniques to maintain optimal oral health.

Education and Qualification

Undergraduate degree

Bachelor of Dental Surgery: Dentistry
University of Khartoum – Khartoum – Sudan
Date of graduation: 29/12/2017

Internship Training

National Ministry of Health - Khartoum – Sudan 01/01/2016-01/02/2017

Medical License

Full Registration in Sudan Medical Council as Dentist
Full Registration No.: 226110000006520
Date of registration: 28/02/2017
Validity Dates: 28/02/2020

Courses

Introduction to statistics: descriptive statistics (online course) 2013
University of California at Berkeley

Clinical Practice

General Dentist 22/03/2017 - present

Khartoum Dental Teaching Hospital - Khatoum, Sudan

- Educate patients regarding preventive dental care plaque control causes and treatment of dental problems and oral healthcare services.
- Effectively examine patients, diagnose them and plan the treatment
- Practicing extraction and suturing
- Management of emergency cases and trauma cases
- Maintain universal precaution and infection control procedure all the time
- Restore missing teeth with removal or fixed prosthesis
- Restore decayed teeth and root treated teeth
- Surgical removal of impacted teeth
- Child management
- Pulp therapy for deciduous teeth

Dentist – Ministry of Health 01/01/2016 – 28/02/2017

General Dentist – Khartoum Dental teaching Hospital

- Accurately recorded treatment information in patient records.

- Assisted dentist in management of medical or dental emergencies when necessary
- Educated patients about proper oral hygiene and plaque control procedures.
- Performed oral cancer checks by feeling lymph nodes to detect swelling and tenderness.
- Designed a dental report card that explained patients' dental health status and treatment plans.
- Diagnosed and treated infections, mouth ulcers and other problems with the oral mucosa.
- Evaluated oral and dental health.
- Proficiently extracted teeth with severe cavities, tooth previously treated with nonsurgical root canal treatment (NSRCT) and teeth diagnosed as non-restorable.
- Designed appropriate treatment plans

Assistance

04/2015 – 12/2015

Dental assistant – University of Khartoum - Faculty of Dentistry – Orthodontic

Department

- Set up examination room and dental trays in preparation for examination and procedures.
- Successfully assisted the dentist by performing four-handed dentistry and other chair-side duties.
- Diligently cleaned instruments and work areas in accordance with sterilization and disinfectant protocols.
- Maintained proper universal precautions and infection control procedures at all times.

Skills

- | | |
|--|----------------------------------|
| - Highly dependable | - Fast learner |
| - Excellent attention to details | - Loyal and positive |
| - Dynamic and self-motivated | - Ability to work under pressure |
| Excellent knowledge of Microsoft Word and PowerPoint | |

Activities

- Organized field visits in rural as well as urban areas during university and diagnosed various dental cases.
- Participation in college events.

Additional Information:

Full name: Hajar Osman Mohammed Ali

Date of birth: 10/04/1993

Nationality: Sudanese

Marital status: Single

0591739

بسم الله الرحمن الرحيم

The Republic of The Sudan

University of Khartoum

Academic Affairs Secretariat



CERTIFICATE

Hajar Osman Mohammed Ali

Sudanese National

This is to certify that the above named has passed the final examination in the Faculty of Dentistry and has been awarded the degree of Bachelor of Dental Surgery

on 7th of Rabia I 1436

29th of December 2014

by the Senate of the University of Khartoum

Dr. Abbas Gareeb Alla Abdalla

Dean

Zeinab Mohamed Osman Mohamed Salih

Osman
Registrar



Date: 24-02-2015

Prof. Sami Mohamed Sharif

Academic Affairs Secretary





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The Republic of The Sudan
University of Khartoum
Academic Affairs Secretariat
CERTIFICATE

Faculty of Dentistry
Transcript



STUDENT NAME	NATIONALITY	UNIVERSITY No.	DATE OF BIRTH	GENDER
HAJAR OSMAN MOHAMMED ALI	Sudanese	09-152247	10/4/1993	F

DEGREE AWARDED: Bachelor Of Dental Surgery (BDS).
SUBJECT: Dentistry.
DATE AWARDED: 29th Dec. 2014

COURSE TITLE	GRADE
FIRST YEAR:	
June 2010 Botany	Very Good
Chemistry	Distinction
Physics/mathematics	Good
Zoology	Good
English Language	Distinction
Arabic Language	Good
Computer	Good
Sudanese studies	Distinction
Islamic culture	Good

SECOND YEAR:	
June 2011 Anatomy	Pass
Biochemistry	Good
Physiology	Good
Arabic Language	Distinction
English Language	Distinction
Islamic Culture	Very Good

THIRD YEAR	
Sept. 2012 Microbiology	Pass
Pathology	Very Good
Dental Anatomy	Very Good
Dental Materials	Pass
Pharmacology	Very Good

COURSE TITLE	GRADE
FOURTH YEAR:	
July 2013 Oral Pathology	Distinction
General Medicine	Very Good
General Surgery	Good
Community & Preventive Dentistry	Very Good

FIFTH YEAR:	
Nov. 2014 Oral Surgery	Good
Crown & Bridge	Very Good
Orthodontics	Distinction
Conservation	Very Good
Prosthetics	Very Good
Periodontology	Distinction
Paedodontics	Very Good

Grading system: Distinction ≥ 75 , V. Good 65-74, Good 60-64, Pass 50-59, Fail < 50 .

Not valid as a transcript without the authorized signature, the embossed seal of the University and the background pattern



Zeinab Mohammed Osman Mohammed Salih Osman
Faculty Registrar

Dr. Abbas Gareeb Alla Abdalla
Faculty Dean

Dr. Ibrahim Mukhtar Ahmed
Academic Affairs Secretary

Date printed: 28 June 2015

بسم الله الرحمن الرحيم

Republic of Sudan
Ministry of Interior
Police Forces Headquarters
Passports & Civil Registration Corporation
Civil Registration Directorate General



جمهورية السودان
وزارة الداخلية
رئاسة قوات الشرطة
هيئة الجوازات والسجل المدني
الإدارة العامة للسجل المدني

شهادة قيد مدني

مكتب التسجيل البينية ضباط القوات المس

تاريخ استخراج الشهادة 18/01/2015

الرقم الوطني 120-4304731-0

الاسم هاجر عثمان محمد علي

مكان الميلاد أوكرانيا

تاريخ الميلاد 10/04/1993

اسم الوالدة ايمان السيد فضل الله محمد

الحالة الاجتماعية غير متزوج الجنس أنثى نوع الجنسية بالميلاد

المهنة خريج

عنوان العمل



الضابط المسئول

عقيد

عبدالمجيد محمد محمداحمد الفكي

الرتبه

الاسم

التوقيع

