

Community Internship Collaboration

Spring, 2017

Internship Posting

Organization name	High Mesa Dental Arts
Mentor/Contact name	Marna Reidel
Address	106A Longview Dr.
Phone number	(505)672-1336
E-mail address	highmesamarna@gmail.com
Organization website	highmesadentalarts.com
Describe your organization	General Dentist
Internship title	Database assistant
Specific days/hours (if applicable)	Flexible hours Monday through Friday 9-4:30
What will the student learn from the internship?	Time management, computer skills, decision making, and problem solving
What does your business need that a student intern can impact?	Our practice need assistance cleaning up our Dexis (xray) database by consolidating duplicate files.
What project(s) will the intern work on?	Consolidating duplicate patient xray files.
What skills are required for this internship?	Basic computer, problem solving, ability to work independently and follow directions.
What final deliverables will the student produce?	An organized database with no duplicate files.
How would you describe the primary purpose of this project? (Select one)	Other
If "Other", please specify	Dental Administration
Any additional information you would like to share?	