

**Julie Phillips RDH, BA**  
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[info@elitedentalstaffing.com](mailto:info@elitedentalstaffing.com)

Senior staffing professional with over 20 years of experience in dental staffing sales and marketing, recruiting and team leadership at Team Placement Service, Incorporated. Hard working staffing consultant and educator with a passion for the dental staffing field.

**Education & Licensure:**

B.A. Psychology, University of Delaware, May 1992.

A.A.S. Dental Hygiene, Northern Virginia Community College, May 2000.

Dental Hygiene license in the State of Virginia-expiration, April 2014.

**Work Experience:**

**Elite Dental Staffing, LLC** 2013- Present  
Owner

I am the President of Elite Dental Staffing, LLC, a full service staffing firm providing temporary and permanent dental professionals to the Virginia, Maryland and Washington DC area. We place Dentists, Dental Hygienists, Dental Assistants, Office Managers and Administrative Staff. Our team knows the local market. We use this knowledge to match skilled workers with clients, saving them time and money. Doing so requires extensive staffing expertise. With over 20 years of experience, Elite Dental Staffing, LLC knows how to meet each client's unique needs.

- Provide permanent and temporary dental staff for offices throughout the Metro area.
- Take job orders, assign dental employees, and follow up to ensure client satisfaction.
- Recruit, interview, and place dental staff in dental facilities throughout the Metro area.
- Identify and develop potential clients by making sales calls, prospecting, advertising, consulting with business associates and executing a sales plan.
- Ensure the success of clients through active management of their staffing needs.

**Team Placement Service, Inc.** 1993-2013  
Senior Staffing Consultant

As Team Leader, I was the link between both client companies and temporary employees. As a Senior Staffing Consultant, I was in charge of recruiting, hiring, and assigning temporary/permanent employees to clients within the Metro area.

- Provided permanent and temporary dental staff for offices throughout the Metro area.
- Took job orders, assigned dental employees, and followed up to ensure client satisfaction.
- Recruited, interviewed, and placed dental staff in dental facilities throughout the Metro area.
- Identified and developed potential clients by making sales calls, prospecting, advertising, consulting with business associates and executing a sales plan.
- Sales under my leadership grew steadily over the years from \$100,000 to \$1.5 million.
- Utilized Bullhorn staffing software to identify opportunities and manage contacts to help increase sales.
- Followed-up regularly with Dentists and Office Managers to build relationships and generate new business opportunities within the dental community.
- Significantly increased jobs orders year after year by identifying immediate staffing needs and working cooperatively with clients.
- Documented all sales and recruiting activities and submit weekly reports.

**Northern Virginia Community College, Medical Education Campus.** 2004-Present  
Clinical Dental Hygiene Adjunct Faculty:

As a clinical instructor, I teach and train future dental hygienists that I can potentially hire as employees for the staffing firm. I instill the highest level of education, training and knowledge to these students.

- Teach students the fundamentals of dental hygiene, oral anatomy, preventative dental health, dental radiology and dental pain management.
- Support the goals, mission and core values of the Dental Hygiene Program by building good relations through clear communication with the students and fellow faculty.
- Work to instill clinical and academic competencies expected within the field of Dental Hygiene.
- Develop and maintain a clinical environment conducive to effective learning and success.

**Areas of Special Competence:**

CPR certified.

Local Anesthesia and nitrous-oxide/oxygen sedation certified.

OSHA/Infection Control certified.

X-ray certified.

**References available upon request.**