

Alveley Medical Practice

VACANCY

Dispenser

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We are looking to recruit an enthusiastic and motivated team player to join our friendly team. The individual will be required to help with the running of the dispensary to ensure that all legal, contractual, CQC and clinical governance requirements are adhered to.

Excellent communication skills are required and a passion for patient care is a must. The position will involve all typical dispensing duties, including and not limited to: dispensing medications, dispensing MDS trays, processing repeat prescription requests, ordering stock, providing an efficient and safe dispensing service to our patients and ensuring an efficient service to colleagues within the practice.

We are looking for someone trained to at least NVQ Level 2 in Pharmacy Services or equivalent with the following attributes:

- Accuracy and attention to detail
- Excellent communication skills
- Team player
- Flexible to cover periods of leave and holidays is essential
- The ability to multi-tasks and prioritise whilst working in a busy environment is essential

Knowledge of EMIS Web would be an advantage, although training will be offered if required.

Before applying for this post please view the Vacancies section of our website www.alveleymedicalpractice.co.uk for job description and your data rights.

Previous experience of a dispensary or pharmacy is desirable but not essential as full training will be given.

- Minimum of 27 hours over 3 days.
- Working Monday, Tuesday and Thursday two shifts. Shift 1 is 8.30am – 12.30pm. Shift 2 is 1pm – 6pm.
- Commencing June/July 2021
- Salary depending on experience but, minimum wage guaranteed.

To apply please forward a covering letter and CV via Indeed or post directly to:

Lindsey Clark, Practice Manager, Alveley Medical Practice, Village Road, Alveley, Bridgnorth, Shropshire. WV15 6NG.

Deadline for applications 4th June 2021

Applications will be considered as they are received and interviews will be arranged accordingly. We reserve the right to close adverts early, for example, where we have received an unprecedented high volume of applications. Therefore please apply early to ensure you are considered for the post.