**Job Title:** Pharmacy Technician  
**Location:** Heywood Family Practice and Harbourside Family Practice

**About the Role**

We are seeking a motivated and detail-oriented Pharmacy Technician to join our busy GP practice team. You will play a vital role in supporting the safe and effective delivery of medicines management, patient care, and clinical services within the practice.

We are looking for either:

* One full-time, experienced Pharmacy Technician to work across two sites, or
* Two part-time Pharmacy Technicians, each covering one site.

This is an exciting opportunity for an organised and proactive professional to make a real impact on patient care.

The Pharmacy Technician will work under the supervision of a Clinical Pharmacist and as an integrated part of the primary care team to ensure the safe, accurate and timely supply of prescribed medication to patients. The role will contribute to successful clinical management of patients and is shared across two practices.

**About Us**Heywood Family Practice and Harbourside Family Practice are forward-thinking GP practices committed to providing a high standard of care to our patients. We embrace innovative ways of working and actively support new initiatives to improve patient care. We invest in our team, encouraging professional development and training opportunities to help our staff grow.

**Rate of pay:** Depends on experience

Further information about the practices can be found at: [www.heywoodfamilypactice.nhs.uk](https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.heywoodfamilypactice.nhs.uk%2F&data=05%7C02%7Cvicky.gigg%40nhs.net%7C626520ff30774d67edba08dde9fc8661%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638923992962671301%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=PzLqkr67J0S3dYOA3Yl%2BCMT%2BlWVhxQSC%2BoTWv8J0x2s%3D&reserved=0)

[www.harboursidefmp.nhs.uk](https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.harboursidefmp.nhs.uk%2F&data=05%7C02%7Cvicky.gigg%40nhs.net%7C626520ff30774d67edba08dde9fc8661%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638923992962709865%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=qjiMF8spmgcwf8W9hLfSG%2BIa6tNYJuynN2s%2BLwXD2VI%3D&reserved=0)

**Disclosure and Barring Service Check**

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

**What We Offer:**

* Supportive and friendly team environment.
* Flexible working
* Opportunities for professional development and continuing education.
* NHS pension and benefits package.

**No. of vacancies:** 1 or 2

**Job nature:** Full time or Part time, Permanent

**Job location:** North Somerset, Bristol

**Salary:** Depending on experience

**Person Specification**

**Experience**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **Qualifications and Training** | Registration with General Pharmaceutical Council (GPhC)  NVQ Level 3 in Pharmacy Services or Equivalent | CPPE Primary care pharmacy education pathway |
| **Knowledge and Experience** | Medicines management or dispensing role in the community or within a hospital setting  Knowledge of pharmacy procedures  Knowledge of and ability to work to policies and procedures, including confidentiality, safeguarding, lone working, information governance and health and safety | Policy / procedure development  General Practice repeat prescribing systems  Experience in General Practice setting |
| **Skills and ability** | Experience of clinical IT systems  Excellent communication skills (written and oral)  Competent in the use of Office and Outlook  Effective time management (planning and organising)  Good interpersonal skills  Problem solving and analytical skills  Understanding of the audit process  Understanding of clinical risk management  Ability to use own initiative, working within in own competency  Methodical  Flexible and cooperative  Sensitive and empathetic | Skills in analysing and presenting prescribing activity data  EMIS knowledge |
| **Other requirements** | Patient focused and compassionate about delivery of safe and effect care.  Ability to demonstrate commitment to our ethos and values  Resilient and flexible to meet service needs.  Ability to travel to meetings in the interests as required  Ability to attend meetings outside core hours as required |  |

**How to Apply:**  
Please submit your CV and a covering letter outlining your suitability for the role to Vicky Gigg at [Vicky.gigg@nhs.net](mailto:Vicky.gigg@nhs.net). Applications close at midnight on September 30th.