

## New job vacancy - Dispensary Manager

**Location:** St George's Medical Centre, Littleport, Cambridgeshire, CB6 1JU  
**Hours:** Negotiable between 30 and 37 hours a week, Monday to Friday.  
**Salary:** £21,000 to £24,000 pro rata, depending on experience  
**Contract:** Permanent

### About the post

This is a newly designed post. We are looking for an experienced dispenser, who has management experience, to co-ordinate and lead our team of five dispensary staff and support the delivery of an excellent and profitable service to our dispensing patients.

The post holder will work hands-on as a dispenser but have dedicated management time, with support from the St George's leadership team.

### About St George's

St George's is a forward-thinking, robust, practice based in modern accessible premises in Littleport, Cambridgeshire. We use SystmOne as our clinical system and have approximately 11,000 patients registered. We have a strong clinical team supported by excellent reception and secretarial teams. Staff training and development is encouraged and supported.

The dispensary is open to patients between 08:30 and 18:00 Mondays to Fridays; we currently have around 2,000 dispensing patients, and offer a medication delivery service. We are committed to the national Dispensary Services Quality Scheme, and receive excellent support from the CCG's Medicines Optimisation Team.

Last year St George's was rated by CQC as Good with Outstanding features. This year we achieved 100% QOF and received accreditation as a GP-training practice. St George's demonstrates innovative practice; for example in hosting day surgery services from QEH hospital in Kings Lynn, and outreach oncology services from Addenbrookes.

### How to apply

This job will be advertised on NHS jobs website.

For more information, a job description and person specification, and/or a direct application form, please contact Simon Randall or Jade Motte on 01353 864100, or email CAPCCG.pm-sgmc@nhs.net, or go to our website [www.stgeorges-littleport.co.uk](http://www.stgeorges-littleport.co.uk)

Closing date for applications is 10pm Monday 16th October 2017.

Interviews are planned for last two weeks of October.