

## PERSON SPECIFICATION

### Dispenser

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• <b>Competency in spoken and written English and Numeracy at GCSE Grade C or equivalent</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Previous experience of working as a Dispenser or Pharmacy Assistant</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Good communication skills, written and verbal, including confidence on the telephone.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>NVQ Level 2 Dispensary qualification.</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Attention to detail and high standards of accuracy</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Experience in using patient focussed clinical software.</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Ability to work as a team member; good interpersonal skills and a sense of humour.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Experience of dealing with members of the public.</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Polite, confident and articulate.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Proactive in personal self-directed learning and development</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>An understanding of the importance of following practice policies and procedures.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>DBS check</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Adherence to strict rules on confidentiality</b></li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Some flexibility to work outside core office hours.</b></li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Interest in continuing personal learning and development.</b></li> </ul>	