

Job Advert: Pharmacy Technician (or Trainee) – General Practice

Location: Amherst Medical Practice, Sevenoaks, Kent

Hours: 37.5 hours per week

Amherst Medical Practice is seeking a dedicated and motivated **Pharmacy Technician** (or Trainee Pharmacy Technician) to join our multidisciplinary primary care team. This role offers an exciting opportunity to contribute to the delivery of high-quality, safe, and effective patient care within a supportive GP practice environment.

The successful candidate will work under the guidance of the practice's clinical pharmacists and GPs, supporting our dispensary, the management of medicines and prescriptions, providing advice to patients, and promoting safe and effective prescribing practices.

Main Duties and Responsibilities

- Supporting the clinical team with medicines reconciliation following hospital discharge or outpatient visits.
- Processing and authorising repeat prescriptions in line with practice protocols.
- Conducting medication reviews and assisting patients in the safe and effective use of medicines.
- Providing information and advice to patients, carers, and colleagues regarding medicines management.
- Supporting audits, quality improvement projects, and prescribing initiatives within the practice.
- Liaising with community pharmacies, secondary care, and other healthcare providers to ensure continuity of care.
- Maintaining accurate records in line with clinical governance and data protection requirements.
- Supporting the practice's dispensary team.

Person Specification

Essential Criteria

- **Pharmacy Technician:** Registered with the General Pharmaceutical Council (GPhC) *or*
Trainee Pharmacy Technician: Willing to work towards registration via an accredited training programme(PCPEP or equivalent).
- Good organisational and time management skills.
- Effective communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Commitment to professional development and delivering high standards of patient care.

Desirable Criteria

- Experience working within primary care, community pharmacy, or hospital pharmacy.
 - Knowledge of NHS repeat prescribing systems and medicines optimisation.
 - Familiarity with clinical systems (e.g., EMIS etc.) and electronic prescribing.
 - Experience supporting audits or quality improvement projects.
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What We Offer

- A supportive and friendly practice environment.
- Opportunities for training, supervision, and career progression.
- Competitive salary package aligned with NHS guidance.
- Membership of the NHS pension scheme.

How to Apply:

If you are passionate about providing outstanding care and want to make a real difference in the community, we would love to hear from you. Please send an email with your CV and a covering letter to Mr Ravi Iyer Practice Manager to kmicb.managers.amherst@nhs.net

Thank you for reading our vacancy and we look forward to receiving your application!