

PHARMACY TECHNICIAN PERSON SPECIFICATION

APPLICANT NAME:			Method Supporting Assessment: Application (A) or Interview(I)	Achieved by Candidate ?
	Essential (E) or Desirable (D)			
QUALIFICATIONS				
Level 3 Pharmaceutical Technician / Science Qualification	E		A	
Registered with the GPhC	E		A	
EXPERIENCE				
1 years+ trained Pharmacy Technician experience	E		A	
3 years+ trained Pharmacy Technician experience		D	A	
Experience of undertaking telephone appointments		D	A	I
Experience in undertaking medication reviews		D	A	I
Experience of working as part of a multi-disciplinary team (MDT)		D	A	
Experience working in General Practice and/or Primary Care		D	A	
Experience of working to achieve standards within the Quality and Outcome Framework (QOF)		D	A	I
KNOWLEDGE				
Knowledge and a keen interest in one or more areas of long-term conditions (e.g. diabetes, respiratory etc.)		D	A	I
Clinical computer systems – SystmOne (TPP)		D	A	
Working knowledge of Ardens templates		D	A	I
Microsoft Windows Applications – Outlook		D	A	
SKILLS				
Completed all aspects of the application form with no spelling mistakes or errors	E		A	
Competent and confident in using IT & computers	E		A	I
Excellent communication skills – both verbal and written	E		A	I
Excellent organisational skills	E		A	I

Ability to work autonomously and use own initiative	E		A	I	
Can work collaboratively in a team	E		A	I	
QUALITIES					
Ability to multitask	E		A	I	
Ability to problem solve	E		A	I	
Approachable	E		A	I	
Fast learner	E		A	I	
Adaptable to change	E		A	I	
Flexible approach to demand	E		A	I	
Compassionate & empathetic	E		A	I	
Caring & polite disposition	E		A	I	
Calm & professional disposition	E		A	I	
Total Score Essentials					/18
Total Score Desirables					/10

SHORTLISTED BY	
Number 1	
Number 2	

SHORTLISTING (please circle)		
I	R	N