Person Specification

Job Title	Advanced Technician Medicines Management
Grade	5
Reports To	**Specialist Technician Medicines Management**

Criteria	Essential or Desirable Criteria	Assessment Method			
		A	I	T	R
Education and Qualifications					
Level 3 National Certificate in Pharmacy Services that is recognised as part of the new integrated education standards for Pharmacy Technicians or equivalent	E				
Registration with General Pharmaceutical Council (or eligible for registration) with registration maintained during employment	E				
Commitment to Continuing Professional Development (CPD)	E				
Accredited checking technician (ACPT) certificated by a nationally approved course provider e.g. HEE/UEA (Community based qualifications will be considered on merit and course content)	E				
Willing to undertake Medicines Management Skills Modules Level 1 & 2 and Medicines Reconciliation Level 3	E				
Experience					
Proven track record in Pharmacy	E				
Experience of staff supervision		D			
Previous experience of working in a hospital pharmacy		D			
Experience of dispensing	E				
Knowledge					
Computer literate (Microsoft Office – Word, Excel, PowerPoint)	E				
Knowledge of Ascribe/JAC Pharmacy System		D			
Knowledge of current medicines legislation	E				
Key Skills/Abilities					
Ability to work independently and as part of a team	E				
Ability to organise & prioritise own workload effectively	E				
Communicates effectively both verbally and in writing	E				
Good customer care and listening skills	E				
Awareness of importance of risk management	E				
Ability to identify problems and recommend solutions	E				
Demonstrates initiative	E				
Personal Qualities					
Ability to deal with staff, patients and their relatives in a sympathetic manner and within competency	E				
Ability to remain calm and work effectively under pressure	E				

Appreciation of confidentiality issues	E					
Professional appearance and behaviour	E					
Flexible approach to workload to meet service needs	E					
Satisfactory DBS check	E					