

**PERSON SPECIFICATION FOR: Pre-registration Trainee Pharmacy Technician**

FACTORS		ESSENTIAL	*	DESIRABLE	
<b>EDUCATION AND QUALIFICATIONS</b>	<p>Good level of basic education to meet the training provider enrolment requirements: Maths, English GCSE grade A*-C (4-9) or equivalent OR Maths, English and Science GCSE grade A*-C (4-9) or equivalent</p> <p>Ability to meet the apprenticeship standard</p>		A / I	<p>Pharmacy Assistant or Pharmacy Dispenser qualification</p> <p>Completion of NVQ level 2 in pharmacy services</p> <p>Completion of medicine optimisation training (POD assessment and transcribing for supply)</p>	A/I
<b>PREVIOUS EXPERIENCE</b>	<p>Experience of working in a team</p> <p>Experience of Health and Safety practices</p> <p>Experience of working to deadlines</p> <p>Previous experience of working in a pharmacy setting</p>		A/I A/I A/I A/I	<p>Previous experience of working in secondary care pharmacy setting</p> <p>Previous experience of working in a mental health setting</p>	A/I
<b>SKILLS, KNOWLEDGE, ABILITIES</b>	<p>Computer literate (practical experience of Microsoft Word and Excel)</p> <p>Ability to use initiative to solve problems</p> <p>Fluent written/spoken English</p> <p>Ability to meet objectives and targets</p> <p>Good organisation and prioritisation skills</p> <p>Good communication skills (written and oral)</p> <p>Good time management skills, able to work to deadlines</p>		A I A/I I A/I I A/I I	<p>Dispensing skills (primary or secondary care)</p> <p>Confident use of electronic prescribing, and ordering systems</p>	A/I
<b>ATTITUDES, APTITUDES PERSONAL CHARACTERISTICS</b>	<p>Ability to understand and empathise people who have mental or physical illnesses</p> <p>Ability to motivate self and others</p>		I  I A/I	<p>Keen to develop their role and skills</p> <p>Able to form and receive constructive feedback</p>	I

	<p>Able to work under pressure</p> <p>Methodical with attention to detail</p> <p>Enthusiasm for the position and the desire to learn</p> <p>Appropriate levels of confidentiality are maintained</p> <p>Ability to travel to other CNWL sites within London as part of the rotation</p>	<p>A/I</p> <p>I</p> <p>I</p> <p>A/I</p>		
OTHER	<ul style="list-style-type: none"> <li>Declared medically fit by the Occupational Health Department to perform the duties of the post (as part of recruitment checks - <b>successful candidates only</b>) sickness/absence record must align to the CNWL standard for new employees</li> <li>To be able to travel and work at various CNWL pharmacy sites in London including: <ul style="list-style-type: none"> <li>Park Royal, Brent</li> <li>Northwick Park, Harrow</li> <li>St Charles Hospital, North Kensington</li> <li>St Pancras Hospital, Camden</li> </ul> </li> </ul> <p><b>Apprenticeship scheme eligibility:</b></p> <ul style="list-style-type: none"> <li>UK National/UK Citizen/UK Resident</li> <li>Right to work in the UK and you have been ordinarily resident in the UK for a minimum of 3 years on the first day of the Apprenticeship <ul style="list-style-type: none"> <li>Your right to work in the UK must exceed beyond the course duration</li> </ul> </li> <li>Meets education and qualification requirements to enrol (see above)</li> <li>Must be able to work &gt;30hrs per week</li> </ul>			A/I

\*Key: Measured by A= Application Form, I=Interview, T=Test