



## **ASSISTANT PRACTICE MANAGER REQUIRED**

We are currently seeking to appoint an Assistant Practice Manager. This is a full time position with core hours of 08.00–16.30 Monday – Friday.

This role is pivotal in supporting the Partnership, Practice Manager and the wider practice team, particularly in IT and project management work. The ideal candidate will have primary care experience, be able to offer IT tech support across the practice and be happy to work autonomously.

Applications from experienced and aspiring Assistant Practice Managers are very welcome.

Please apply by submitting a CV and covering letter or via [www.jobs.nhs.uk](http://www.jobs.nhs.uk)  
Closing date is Sunday 14<sup>th</sup> May 2017.  
Only shortlisted candidates will be notified.

### **APPLICANTS WHO ARE PATIENTS OF ST KATHERINES SURGERY**

St Katherines Surgery considers that employing staff who are patients of the practice has significant disadvantages both to the patient and to the practice. Please note therefore that if your application is successful, you will be required to register at an alternative surgery.