

Person Specification

The purpose of this specification is to identify the attributes and competencies required for the post holder to perform the duties described in the job description.

These are identified as either essential i.e. those without which the job could not be performed adequately, or desirable i.e. those which, although not essential, could enhance job performance and would be expected to be developed by the successful candidate during their employment in the role.

These criteria should be capable of being measured in some way through the selection process either by information given on the application form or by questions or assessments planned for the interview. The specification will be used to shortlist applicants, who will need to meet most of the essential criteria and to compare how well candidates match the full specification.

Job Title:	Pharmacy Technician - Preparative Services 12 month Secondment
Job Band:	Band 5

Education & Qualifications	Essential	Desirable
NVQ level 3 or equivalent BTEC National Certificate in Pharmacy Services	Yes	
Registered Pharmacy Technician with the General Pharmaceutical Council	Yes	

Knowledge and Training	Essential	Desirable
Evidence of commitment to continuing professional development	Yes	
Validated operator in Aseptic Services	Yes	
Experience providing Medicines Management Service		Yes



CARE
A CARING, KIND AND COMPASSIONATE PLACE: We will support people to have joy in work and to treat each other with compassion and kindness.



RESPECT
A PLACE WHERE COLLEAGUES RESPECT ONE ANOTHER: We will behave with respect towards everyone we meet to encourage an inclusive culture where we all believe in and live by our Trust values.



RESPONSIBILITY
A WORKFORCE FOR NOW AND THE FUTURE: Making Dudley the place people want to be and stay because everyone has a role to play and takes responsibility for themselves and their teams.

Has an understanding of the role and its application to patient care	Yes	
Has an understanding of clinical governance, safety and risk management and its application to patient care	Yes	
Accredited Checking Technician		Yes
Pre and In-Process Checking (PIP-C) qualification		Yes
Knowledge and understanding of Good Manufacturing Practice	Yes	

Experience	Essential	Desirable
Recent qualification experience in hospital pharmacy, evidenced by a competency-based assessment.	Yes	
IT literate including word processing, power point, email, Microsoft teams and use of the internet.	Yes	
Experience with an electronic prescribing system.		Yes

Communication & Relationship Skills	Essential	Desirable
Good verbal and written communication skills.	Yes	
Able to work as part of a team, contribute to team decisions and meetings.	Yes	
Uses initiative and is aware of own limits.	Yes	

Analytical & Judgement Skills	Essential	Desirable
Experience in supporting changes and designing of services	Yes	



Experience of implementing and developing service improvements		Yes
Able to input, analyse and present data.	Yes	

Planning & Organisational Skills	Essential	Desirable
Excellent organisation skills, manages time effectively working within deadlines and uses own initiative	Yes	
Able to work well to written procedures	Yes	
Prepared to identify and undertake own training and development opportunities and lifelong learning	Yes	
Ability to work alone and make decisions within agreed parameters and appropriate referral / escalation as necessary	Yes	

Physical Skills	Essential	Desirable
Able to provide limited cover at short notice for team leaders within the area they are working.	Yes	
Able to work during the normal working week, extended hours, weekends and bank holidays.	Yes	
Able to commute between places of work	Yes	
Highly motivated and enthusiastic	Yes	

Equality, Diversity, Inclusion and Trust Values	Essential	Desirable
Able to provide safe, caring, and effective services	Yes	
Values and behaviours that reflect the Trust values of Care, Respect and Responsibility	Yes	
Commitment to creating a diverse and inclusive workplace that is free from discrimination and where people feel they belong and their contribution is valued	Yes	



Prepared by:	Adele Forrest
Date:	19.01.23



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