

FROME VALLEY MEDICAL CENTRE

PERSON SPECIFICATION

Essential

Ability to work as a member of a team and also on own initiative

Resourceful, self-reliant and able to use common sense and own judgement

Discreet and able to preserve patient confidentiality

Reliable with high personal standards

Flexible, adaptable and able to embrace and implement change

Readiness to learn and accept new challenges

Good communication skills

Perseverance and attention to detail

Lateral thinking/problem solving skills

Keen attitude

Diplomatic, tactful and able to deal with complaints/angry or aggressive situations

Desirable

Friendly, helpful manner

Calm outlook

Neat and tidy in appearance

Computer literate