

## Person Specification

<b>Job Title:</b>	Lead Aseptic Services Technician
<b>Base:</b>	Pharmacy Aseptic Services Unit, Great Western Hospital

The following criteria will be assessed from information provided on your completed application form, during the shortlisting and assessment process, and by your referees.

Criteria	Essential	Desirable
<b>STAR Values</b>	We will expect your values and behaviours to reflect the STAR Values of the organisation: <b>Service</b> - We will put our patients first <b>Teamwork</b> - We will work together <b>Ambition</b> - We will aspire to provide the best service <b>Respect</b> - We will act with integrity	
<b>Education, Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Current registration with the General Pharmaceutical Council (GPhC)</li> <li>• NVQ level 3 in Pharmacy Services and a BTEC in Pharmaceutical science (or equivalent qualification and underpinning knowledge)</li> <li>• Accredited Checking Technician qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Pre and In-Process Checking Accreditation or willingness to work towards</li> <li>• Evidence of post qualification training in Aseptic Services e.g. Leeds University, Aseptic preparation and dispensing of medicines</li> <li>• NVQ assessor or equivalent qualification</li> <li>• Product Approval Accreditation or willingness to work towards</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience working in aseptic or cancer services.</li> <li>• Working knowledge of aseptic services</li> <li>• In-depth technical ability and knowledge in aseptic reconstitution</li> <li>• Working knowledge of the procurement of pre-prepared aseptic products purchased from external Specials supplier</li> <li>• Proven stock management and control experience</li> <li>• Experience in staff supervision</li> <li>• Experience of staff training and development</li> </ul>	<ul style="list-style-type: none"> <li>• Recruitment and selection experience</li> <li>• Procedure and policy development</li> <li>• Understanding of legal requirements, procedures, protocols governing clinical trials and GCP</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Awareness of GMP legislation and standards</li> <li>• Working knowledge and understanding of pharmacy law, ethics, roles and responsibilities</li> <li>• Ability to receive, manage and communicate complex information to staff, patients and external parties.</li> <li>• Excellent and effective communication and interpersonal skills, using clear written and spoken English.</li> <li>• Good organisational, prioritisation and time management skills.</li> <li>• Able to work flexibly within a team with ability to supervise, manage and motivate.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of JAC - the Pharmacy computer system</li> <li>• Evidence of implementing major change</li> <li>• Understanding of clinical governance and implications for service including quality &amp; audit</li> </ul>

	<ul style="list-style-type: none"> <li>• Able to organise work of self and others, and use initiative.</li> <li>• Good computer skills and experience in use of Microsoft Office and Excel.</li> <li>• High level of accuracy and detail whilst dealing with distractions/interruptions.</li> <li>• Able to deal sensitively and appropriately with difficult and stressful situations</li> <li>• Able to give feedback constructively and deal with issues sensitively.</li> <li>• Implementing change within a Quality Management System</li> <li>• To be able to complete risk assessments.</li> </ul>	
<p style="text-align: center;"><b>Other Job-Related Requirements</b></p>	<ul style="list-style-type: none"> <li>• Self-motivated and driven to progress service provision, with ability to motivate team</li> <li>• Able to attend internal and external meetings, off site training days, required overtime related to managing service delivery etc.</li> <li>• Ability to work in an isolator fully gloved and gowned.</li> <li>• Highly developed physical accuracy and dexterity</li> <li>• CPD in line with GPhC recommendations</li> <li>• Regular VDU usage</li> <li>• Willing to work in other areas of the Trust or Trust-wide as and when required to do so.</li> </ul>	