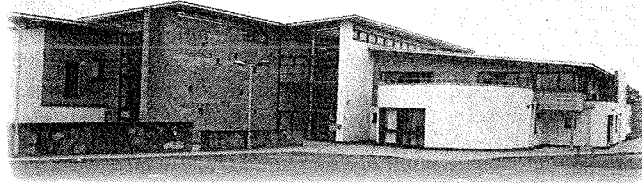


Drs Wheater, Ledlie, Forrester, Nicoll & Romero-Perez
West Practice
Springfield Medical Centre
30 Ponderlaw Street
Arbroath



Part-time Medical Receptionist (25 hours per week)

We are looking for an experienced, enthusiastic and versatile medical receptionist to join our busy team at Springfield West.

Our ideal applicant will have excellent communication skills, experience working with the public and good IT knowledge. You must be reliable, organised and able to cope in a busy environment. Previous experience of Vision and medical terminology will be an advantage.

Further particulars and job description are available on the practice website www.springfieldwest.co.uk. Please send your CV and covering letter to Gemma Kirkpatrick, Deputy Practice Manager at springfieldwest.tayside@nhs.scot

Closing date for applications is Wednesday 20th October 2021. If you would like to arrange an informal chat regarding the vacancy please phone 01241 870307