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| **Management Support**  **Degree**  **Apprenticeship**  **Hope Farm Medical Centre** | **Join our team at Hope Farm Medical Centre**  With an appetite for innovation and creativity which is underpinned by a strong belief in traditional primary care values, we nurture a culture which is modern, vibrant, forward thinking and caring. Awarded **outstanding** for Caring by the CQC in May 2016. |
| **Training and Development**  You will study at Manchester Metropolitan University over a four year period working towards a Chartered Manager Degree. The remaining time will be spent at our Practice in Ellesmere Port working closely with our Patient Services Team and clinicians. |
| **Salary: £14,000pa**  **Based: Ellesmere Port, Cheshire**  **NHS Pension (14.38% contribution)**  **28 days annual leave**  **Fully funded Higher Education Opportunity**  **Contact**  **Tim Goldsbrough**  **Practice Manager**  **hopefarm.medicalcentre@nhs.net**  **0151 357 3777** | Over the four year period you will gain valuable industry and management experience within the NHS; contributing to the planning and delivery of first class healthcare to our patients. You will work with team Hope Farm to develop and deliver projects to a high standard within agreed timescales, attending meetings and communicating to stakeholders, as well as introducing new services, systems and technologies to advance our offer to patients. Our apprenticeship allows you to study for an academic qualification, whilst gaining valuable experience, without the cost of university fees. |
| **Candidate Profile**  The successful candidate will:  Be empathetic and patient focused  Have excellent interpersonal and communication skills  Be a strong team player and individual contributor  Be flexible, adaptable and be willing to go the extra mile  Have a can-do attitude and exudes positivity  Be able to influence, manage own workload and organise |
| **Educational Requirements**  To apply for this position you will need the following:  A minimum of 104 UCAS points or equivalent  Maths and English Language GCSE grade A\*to C  **How to apply**  Please complete the application form and submit with a covering letter explaining what makes you stand out from the crowd |

**APPLICATION FOR EMPLOYMENT**

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| **Position Applied For** |  |

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| How did you learn about this vacancy? |  |

**ABOUT YOU**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title | Mr |  | Mrs |  | Ms |  | Miss |  | Doctor |  | Other specify |  |

|  |  |
| --- | --- |
| Surname |  |
| Other names |  |
| Telephone Number |  |
| Email Address |  |
| Driving licences held (where relevant to position applied for) |  |

**WORK HISTORY**

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| **CURRENT/LAST EMPLOYER**  Employer  Position Held  Reason for leaving, if applicable  Notice period, if applicable  Does your current or last contract contain any restrictions that prevents you from competing with or soliciting customers from this employer (tick box) Yes  No  |
| **PREVIOUS EMPLOYER (1)**  Employer  Position Held  Reason for leaving |
| **PREVIOUS EMPLOYER (2)**  Employer  Position Held  Reason for leaving |

**EDUCATION AND TRAINING**

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| --- | --- | --- |
| **UNIVERSITY/COLLEGE** | **QUALIFICATION (S) OBTAINED** | **DATE** |
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**YOUR APPLICATION FOR THIS POSITION**

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| Give details of the experience, skills and personal qualities that will enable you to undertake the applied for successfully |

**OUTSIDE INTERESTS**

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| Please give brief details of your interests outside work |

**REFERENCES**

|  |  |
| --- | --- |
| **REFEREE 1** | **REFEREE 2** |
| Name  Company  Phone:  Email: | Name  Company  Phone:  Email: |

**INTERVIEW ARRANGEMENTS**

If you need any particular arrangements to be made in order for you to be interviewed for this position at our premises, please give details

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**I confirm that to the best of my knowledge and belief the information I have given on this form is true and correct**

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| **Signed** | **Date** |

**Please post or email to:** timothy.goldsbrough@nhs.net

**Data protection:** the information provided on this form will be used for the purposes of assessing your application and, if your application does not result in you being employed by us, will be retained only for so long as is necessary. If you are employed by us, the information will form part of your personnel file and may be processed for any purpose in connection with your employment.