

## **The Bovey Tracey and Chudleigh Practice - Deputy Practice Manager**

An exciting opportunity has arisen for someone with excellent interpersonal and communication skills, comprehensive IT skills, leadership skills and strong customer service skills to support the Practice Manager and Finance Manager in the effective administration and operational management of the practice. The successful applicant will deputise for the manager in her absence and undertake a varied workload. For the right person, there could be further opportunity in the practice over the next two years. Previous experience in general practice is desirable but not essential.

- For further information, to arrange an informal visit, or to submit an application please email Amanda Coleridge [amanda.coleridge@nhs.net](mailto:amanda.coleridge@nhs.net) or telephone 01626 832666
- Closing Date: Application with CV by **24th May 2019**.