

**PRACTICE MANAGER**  
**Whitchurch Road  Surgery**

**Cardiff**

**Full time**

**Salary up to 41k per annum  
depending on Experience**

Due to retirement in March 2018 Whitchurch Road Surgery is seeking to recruit a forward thinking Practice Manager to join our friendly and supportive team. We are a medium size practice with an urban population and a large student cohort. We are part of the North Cardiff GP Cluster of 10 other practices.

The successful candidate will possess excellent leadership, organisational and interpersonal skills, have an approachable manner with previous experience of staff and IT management. They will also have the vision, willingness and drive to adapt to constant changes within the NHS. They will be supported by an excellent administrative and clinical team.

Experience in practice management or the NHS is not essential

Informal chats and visits to the practice are welcomed. Please see contact details below.

To apply for this position please submit a CV and covering letter  
to: [wendy.wallace@wales.nhs.uk](mailto:wendy.wallace@wales.nhs.uk)

**Closing date: 13<sup>th</sup> October 2017**

**Interviews: November – December 2017**

**Start date: 19<sup>th</sup> February 2018**