

Looking for part time receptionist/telephonist
Monday and Wednesday 9am-5pm

We are a medium sized practice with nearly 6,500 patients.
We are a friendly family-based practice service 4 generations in many cases.
We are looking for someone who is friendly caring efficient and enthusiastic.
Must have good computer skills and a professional phone manner.
The successful candidate must be a good team worker and be prepared to multitask.
Looking forward to hearing from you with a copy of your CV

Call or email Adler practice manager
020 8455 9994 aviva.adler@nhs.net

Closing date 09/05/2021