**THE APPLES MEDICAL CENTRE, Sherborne** 

Requires

**Part-time Receptionist**

We are a small busy Practice, who are seeking an individual to join our friendly team of Receptionist.

The successful candidate will need to be confident, capable of working within the team as well as working independently. Good communication and computer skills required.

Must be flexible to cover holidays etc. Experience preferred however in-house training will be given.

Please contact the Practice Manager, Philippa Cannings (01935 812633), for an Application Form and Job Description, send with CV to:

The Apples Medical Centre, East Mill Lane,

Sherborne, Dorset DT9 3DG

Email: Philippa.cannings@gp-j81029.nhs.uk [www.sherborneapples.co.uk](http://www.sherborneapples.co.uk)

**Closing Date Friday 8th June 2018**