**FOI Ref: 6511**

**Category(ies): Staff - Contracts/HR Staff - Payroll**

**Subject: Pharmacy and Procurement Job Descriptions and Salary**

**Date Received: 21/07/2022**

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| **Your request:** | **Our response:** |
| I would like to request information under the Freedom of Information Act. Please would you provide the following information? |
| 1. Current job description and person specification on your database, including salary banding for the following positions at your trust
* Medicines Information Pharmacy Technician
* Clinical Trial Pharmacy Technician.
* Procurement Admin and Clerical Assistant
 | Medicines Information Pharmacy Technician – attached Clinical Trial Pharmacy Technician – attached Procurement Admin and Clerical Assistant – nothing on file  |
| 1. Please confirm if there has been any significant changes to either of these posts i.e. salary banding changes for the period 2015 to 2022
 | Clinical Trial Pharmacy Technician – went to an agenda for change panel in June 2022, no changes were made to the banding. Medicines Information Pharmacy Technician – nothing on file Procurement Admin and Clerical Assistant – nothing on file  |
| 1. Please provide rationale including job evaluation scoring uploaded on your database for salary banding changes to each 3 roles for the period 2015 to 2022
 | Please find attached for the Clinical Pharmacy Technician  |
| 1. Please provide information of the salary banding change for the 3 above posts for the period 2015 to 2022, if the jobs have been lower banded or higher banded please provide dates and job descriptions
 | Medicines Information Pharmacy Technician – nothing on fileClinical Trial Pharmacy Technician – no change made Procurement Admin and Clerical Assistant – nothing on file  |