**FOI Ref: 6642**

**Category(ies): Staff – Contracts/HR**

**Subject: Pharmacy Technician and Clerical Officer Job Specifications**

**Date Received: 04/10/2022**

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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 trusts pharmacy department  * Medicines Information Pharmacy Technician * Clerical officer | Medicines Information Pharmacy Technician – Please see the attached    Clerical Officer – 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, please include dates of changes | Medicines Information Pharmacy Technician – nothing on file  Clerical Officer – nothing on file |
| 1. Please provide rationale including job evaluation scoring uploaded on your database for salary banding changes to each role for the period 2015 to 2022 | Medicines Information Pharmacy Technician – nothing on file  Clerical Officer – nothing on file |
| 1. Please provide information of the salary banding change for the 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 file  Clerical Officer – nothing on file |
| 1. Lastly, please can you advise if your trust uses an electronic cloud-based job evaluation system? | No we don’t use an electronic cloud-based job evaluation system |