



Job Advertisement: Phlebotomist (General Practice)

Hours: 20 hours per week, **Salary** starting from £12.71

Working Pattern: Monday, Tuesday, Thursday, Friday | 08:00 – 13:00

Location: Abbotswood Medical Centre (Primary Care)

We are looking for a reliable and patient-focused **Phlebotomist** to join our friendly general practice team. This is an excellent opportunity for someone who is either already qualified or looking to develop into the role through a supported training pathway.

You will play a key role in supporting patient care by delivering a high-quality, safe, and efficient blood collection service. If you have a calm, compassionate approach and enjoy working with people, we would love to hear from you.

Job Description

Job Title: Phlebotomist

Hours: Part-time – 20 hours per week

Working Pattern: Monday, Tuesday, Thursday, Friday (08:00 – 13:00)

Responsible To: Practice Manager / Lead Nurse

Key Responsibilities:

- Perform venepuncture safely and efficiently in accordance with practice protocols
- Ensure correct patient identification and labelling of samples
- Prepare and maintain equipment and clinical rooms
- Maintain accurate patient records using the clinical system
- Provide reassurance and support to patients, including those who may be anxious or distressed
- Follow infection prevention and control procedures at all times
- Manage stock levels of phlebotomy supplies and report shortages

- Ensure samples are stored and transported appropriately for collection
- Work collaboratively with the wider practice team

Developmental Role (if applicable):

- Undertake training to achieve competency in phlebotomy
- Work under supervision until assessed as competent
- Participate in ongoing training and development

Person Specification

Essential:

- Good standard of education (GCSEs or equivalent, including English and Maths)
- Excellent communication and interpersonal skills
- Ability to work calmly under pressure
- Good attention to detail and organisational skills
- Basic IT skills
- Commitment to patient confidentiality and high standards of care

Desirable:

- Recognised phlebotomy qualification
- Previous experience in a healthcare or patient-facing role
- Experience working in primary care or NHS setting
- Knowledge of clinical systems (e.g. EMIS, ICE. Docman)

Personal Attributes:

- Compassionate and patient-centred approach
- Reliable and punctual
- Professional and courteous manner
- Willingness to learn and develop new skills
- Ability to work both independently and as part of a team

What We Offer:

- Supportive and friendly working environment
- Training and development opportunities (including phlebotomy training if required)
- NHS pension
- Opportunity to gain experience in a primary care setting

To Apply:

Please submit your CV to helen.perry5@nhs.net and a short supporting statement outlining your suitability for the role. We welcome applications from both experienced phlebotomists and those looking to develop into the role.