

Medical Receptionist

[Apply Now](#)

Company: Forrest Recruitment

Location: Northwich

Category: office-and-administrative-support

Job Overview

– Northwich – £11.44ph – 3 Month Temporary Position – ASAP

Job Title : Medical Receptionist

Job Location : Northwich

Start Date : ASAP

Contract Duration: 3 Months

Hours of Work : 8am-5pm / 10am-7pm

Days of Work: Monday – Friday

Work Format : Office based

Hourly Rate : £11.44ph

Duties :

Managing the patient triage system and escalating as needed

Booking in appointments over the phone and face to face

Front of house reception duties

Answering all incoming calls and enquiries

Ad-hoc office administration duties

Experience:

The ideal candidate for this role will have a confident and friendly manner, exceptional customer service skills and the ability to handle difficult conversations. Multitasking is key to

this role, along with strong administrative skills and a patient approach. Previous experience working within a medical environment or on busy reception desk would be advantageous.

For more information, please contact Lynsey on 01270 251251 or forward your CV to

Please note that due to the high volume of applications we receive, only those successfully shortlisted for the role will be personally contacted.

[Apply Now](#)

Cross References and Citations:

- 1. Medical Receptionist MadinahjobsJobs Northwich Madinahjobs** ↗
- 2. Medical Receptionist Raleighjobs Jobs Northwich Raleighjobs** ↗
- 3. Medical Receptionist Greecejobs Jobs Northwich Greecejobs** ↗
- 4. Medical Receptionist Polandjobs Jobs Northwich Polandjobs** ↗
- 5. Medical Receptionist ForestjobsJobs Northwich Forestjobs** ↗
- 6. Medical Receptionist Smartjobsearch Jobs Northwich Smartjobsearch** ↗
- 7. Medical Receptionist Newyorkcityjobs Jobs Northwich Newyorkcityjobs** ↗
- 8. Medical Receptionist Airconditioningjobs Jobs Northwich Airconditioningjobs** ↗
- 9. Medical Receptionist Statisticsjobs Jobs Northwich Statisticsjobs** ↗
- 10. Medical Receptionist JohannesburgjobsJobs Northwich Johannesburgjobs** ↗
- 11. Medical Receptionist CraigsjobsJobs Northwich Craigsjobs** ↗
- 12. Medical Receptionist CosmeticsjobsJobs Northwich Cosmeticsjobs** ↗
- 13. Medical Receptionist UltimatejobfinderJobs Northwich Ultimatejobfinder** ↗
- 14. Medical Receptionist Taiwanjobs Jobs Northwich Taiwanjobs** ↗
- 15. Medical Receptionist Teachingassistantjobs Jobs Northwich Teachingassistantjobs** ↗
- 16. Medical Receptionist Bostonjobs Jobs Northwich Bostonjobs** ↗
- 17. Medical Receptionist Emailjobs Jobs Northwich Emailjobs** ↗
- 18. Medical Receptionist EmploymenowJobs Northwich Employmenow** ↗
- 19. Medical receptionist Jobs Northwich** ↗

20. [AMP Version of Medical receptionist ↗](#)
21. [Medical receptionist Northwich Jobs ↗](#)
22. [Medical receptionist JobsNorthwich ↗](#)
23. [Medical receptionist Job Search ↗](#)
24. [Medical receptionist Search ↗](#)
25. [Medical receptionist Find Jobs ↗](#)

Source: <https://uk.expertini.com/jobs/job/medical-receptionist-northwich-forrest-recruitment-7121e4d1c2/>

Generated on: 2024-05-02 by [Expertini.Com](#)