



**Eglwysbach Medical Practice  
(Cwm Taf Morgannwg University Healthboard)  
Pontypridd, CF37 2AA**

**PRACTICE MANAGER**

**Hours of work 37.5hrs hours per week  
Salary in the range of £45,000- £55,000 depending upon experience**

Due to retirement, an exciting opportunity has arisen for an accomplished, enthusiastic and highly efficient manager to join this long established and forward-thinking 16,500 patient practice, which covers the whole Pontypridd area. This is a well-respected training practice, which plays an important role in Taff Ely Cluster.

Although based at the main surgery, the successful candidate will need to have the ability to travel to the branch sites at Tonteg and Ynysybwl.

The successful candidate will have a hands-on approach and take responsibility for organisational leadership, service improvement and delivery of key targets across all clinical and administrative areas within the practice.

The post holder will have overall responsibility for the smooth running of the practice and as such the ideal candidate will have experience in business management or a similar role

Candidates must be conscientious and have a sound knowledge of strategic business management, finance, HR and planning.

Previous management experience, leadership skills, competency in office IT and exceptional communication skills at all levels is essential.

A background in healthcare, particularly primary care management would be advantageous, but is not essential as most of your skills will be transferable to the role. You will be supported by a hard-working and loyal senior administrative team, and will be accountable to the Partners of the practice. There is a strong team ethos and low staff turnover.

Please note - The main practice premises are over 3 floors in a Grade II listed building, which has limited disabled access due to the restrictions protecting its historical and architectural significance.

For further information, please go to:- [www.firstpracticemanagement.co.uk/jobs](http://www.firstpracticemanagement.co.uk/jobs)  
**Closing date for applications - midnight 30<sup>th</sup> April 2025**