



Job title: Health Informatics Support – Band 4

Start Date: March-April 2021

Location: The Centre for Health Science, Raigmore Inverness

Grade: Band 4

Contract: Fixed Term

Salary: £22,700 - £24,973

Closing Date: 20-03-2021

Albasoft (Escro) are currently looking to recruit an enthusiastic and dedicated individual looking to pursue a career in health informatics.

This position will involve providing general informatics support to medical practices, the academic community and other team members including the deployment, use and maintenance of our clinical information systems. Candidates should have a strong background in primary care and experience of either Vision or EMIS. Familiarity of clinical coding procedures or summarising will also be essential. This will be a challenging position providing informatics support to all Scottish GP practices and significant input into the design and implementation of major research projects and NHS Scotland programs requiring primary care data.

The successful candidate will be a self starter with the ability to learn new skills quickly and enjoy working in a changing environment. Accuracy and attention to detail as well as a thorough understanding of Data Protection and information governance is essential in this post.

You will have strong customer service and communication skills and have patience in dealing with non-technical end users. You will get satisfaction from helping others and sharing knowledge with your colleagues and peers in a supportive and friendly environment. The post is for 37.5 hours per week and we are open Monday to Friday from 0900 to 1700 hrs. You will need to work flexibly to ensure cover is provided across the full working day and week.

- Able to work as part of a team as well as unsupervised in the provision of service desk functions.
- Excellent public relations skills
- Excellent telephone skills
- Able to communicate clinical or technical concepts to nontechnical people.
- Able to exercise initiative to resolve problems when appropriate.
- Able to translate user requirements into a concise and accurate logged incident.
- Able to problem solve and prioritise effectively.
- Ability to perform repetitive tasks accurately and quickly.
- Ability to keep control of the incident.
- Ability to learn and adapt quickly.
- Sound organisational skills.

Informal enquiries to: Eileen Mackay, on 01463 255921 or eileen.mackay@albasoft.scot

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