

Volunteer Role	Admin Support
Location	St Margaret's Hospital and Rectory Lane Health Centre
Job Description	Admin role including filing and assisting with archiving
Additional Info	<p>Would suit someone who has:</p> <ul style="list-style-type: none">- Previous admin experience (ideally) <p>Our approach to volunteering is values based and applicants must be able to demonstrate the Trust's corporate values and behaviours which are Open, Compassionate and Empowering.</p>
How to apply	<p>Contact the Trust Volunteering Team on:</p> <p>Tel: 01268 739 600</p> <p>Email: epunft.businesssupport.volunteering@nhs.net</p>