



20 Lower Richmond Road, Putney, London, SW15 1JP

Part Time Receptionist required for healthcare practice in Putney SW15

We are a looking for a receptionist to join our team in Putney.

Looking for a professional who is flexible, proactive, organised and interested in health care and wellness. Experience in the health care or reception environment is an asset. If you are an energetic, motivated and like a challenge please apply.

Duties include answering phones, booking patients, taking payments, explaining treatments, some admin work etc.

Environment can be very busy so ability to multi-task is a prerequisite.

Please send your CV and cover letter to Practice Manager to:

enquiries@well4ever.com

020 8789 4362

www.well4ever