#### **NHS SCOTLAND JOB DESCRIPTION TEMPLATE**

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| JOB IDENTIFICATION |
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| 2. JOB PURPOSE |
| This role delivers expert facial and body prosthetic services for the Regional Maxillofacial & Plastic Surgery, Prosthetic & Technical service covering Greater Glasgow and Clyde, Forth Valley, and additional NHS regions including Lanarkshire, Ayrshire & Arran, Highland, Western Isles, and Dumfries & Galloway. Services are mainly based at Queen Elizabeth University Hospital and Glasgow Royal Infirmary.  The post holder provides highly specialised clinical and technical advisory support to external healthcare professionals and offers a high-level Maxillofacial Prosthetic service for Oral & Maxillofacial Surgery, Restorative Dentistry, Ophthalmology, Plastic Surgery, Neurosurgery, and ENT.  Key responsibilities include supporting patient rehabilitation with implants, facial/body prostheses, and splints for head and neck malignancies, craniofacial reconstruction, trauma, and congenital malformations. The role also involves designing intraoral appliances for oral cancer, sleep apnea, and post-operative care.  Research, development, clinical trials, and national dissemination of findings are regular parts of the role. The post holder contributes to training junior staff, students, and colleagues nationally and internationally.  They participate in specialised craniofacial and oncology reconstruction planning, including implants, cleft lip/palate, trauma, and orthognathic surgery to improve function and aesthetics, alongside innovative development work.  Approximately 70% of the role is clinical, with regular participation in a regional 7-day emergency on-call service supporting all surgical specialties. |

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| **3. DIMENSIONS** |
| The post holder provides highly specialised technical and prosthetic support at Queen Elizabeth University Hospital and Glasgow Royal Infirmary, including services for Forth Valley. They participate in multidisciplinary clinics and meetings across several departments, including oncology, paediatrics, orthognathics, and plastic surgery.  Key duties include maintaining stock and equipment, training students and trainees, contributing to research and development, and presenting findings professionally. The role involves complex one-on-one prosthetic patient care, including colour matching for skin camouflage.  They support quality assurance by helping to maintain the Quality Management System and conducting internal audits. The post also involves advanced use of 3D scanning, modelling, and printing technologies for pre-surgical planning and custom prosthetic design in cases like oncology, craniofacial trauma, and congenital defects. |

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| 4. ORGANISATIONAL POSITION |
| \\xggc.scot.nhs.uk\ggcdata\FolderRedirects\WWH\paulpa0827\My Documents\Job descriptons & Re-Evaluation info\2025 Reconstructive Scientist Glasgow (practising)\•Consultant Maxillofacial Prosthetist Clinical Reconstructive Scientist 3.jpg |

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| 5. ROLE OF DEPARTMENT |
| Situated within NHS Greater Glasgow and Clyde, The Regional Maxillofacial Prosthetics and Technology Service operates as a regional facility serving the West of Scotland, including Forth Valley regions, NHS Lanarkshire, NHS Ayrshire and Arran, NHS Highland, NHS Western Isles, and NHS Dumfries & Galloway. The service comprises of two laboratories: one located at the Queen Elizabeth University Hospital and the other at Glasgow Royal Infirmary. A small, highly specialized team collaborates across sites to provide comprehensive clinical and technical support for Maxillofacial surgery, Plastic surgery, Ear Nose and Throat surgery, Ophthalmic surgery, and Neurosurgery, addressing deformities that are congenital, acquired (due to trauma), or resulting from ablative surgery. The department also offers a 24/7 on-call service.  Additionally, the department specialises in craniofacial and oncology reconstruction planning, deep buried implants, cleft lip and palate treatment, trauma, and orthognathic surgery planning to enhance function, mastication, and aesthetics. It includes diagnostic treatment planning and innovative developmental work and design.  Patients referred for facial and body prosthetics often have permanent facial disfigurements and require lifelong care and support from the department. |

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| 6. KEY RESULT AREAS |
| **Planning and Organisational Skills:**  The role requires managing a complex clinical workload, including scheduling patient appointments, coordinating with MDT clinics (e.g. Craniofacial, Plastic Surgery, Orthognathic), meeting surgical deadlines, and initiating new referrals. Strong patient and time management skills are essential.  Key duties include help to maintaining the Quality Management System through monthly audits, producing custom medical devices. Supporting the training of internal and external students and staff nationally and internationally.  The post involves providing a 24/7 technical on-call service. Flexibility and adaptability are vital due to changing surgical dates, urgent referrals, and varied patient needs.  Responsibilities also include complex case assessment and treatment planning, managing custom appliance maintenance, arranging follow-up care and onward referrals, and coordinating special accommodations such as transport, translators, and hospital stays.  **Responsibilities for Patient/Client Care:**  To provide highly specialist technical and prosthetic work for the multi centre Regional Maxillofacial Prosthetic and Technical service which provides services to Maxillofacial Surgery, Plastic Surgery, Neuro surgery, Ear Nose and Throat Surgery and Ophthalmic Surgery.  The post holder provides highly specialised clinical, technical, and advisory services for patients needing implants, splints, and prosthetics, often offering lifelong support. Delivers both clinical and emotional care, with ongoing follow-ups and treatment adjustments.  Offers expert guidance to other healthcare professionals based on detailed assessments, patient needs, and diagnoses.  Works closely with multidisciplinary teams, often acting as the sole lab representative at off-site clinics, fully responsible for patient care.  Involved in 3D pre-operative planning and may attend surgeries in an advisory role to ensure optimal outcomes.  Keeps up to date with advancements in prosthetic technologies and techniques to maintain best practice.  **Responsibilities for Policy and Service Development:**  Responsible for conducting regular internal audits to review and improve lab protocols and procedures i.e. writing and developing custom made medical device working instructions. The role includes recommending changes to practices and policies, and implementing potentially impacting other services.  This includes advancements in 3D pre-operative planning, surgical guides for oncology, craniofacial, and trauma reconstruction, and improved prosthesis management. Ongoing Research & Development is vital to maintaining high-quality patient care.  Ensure compliance to trust wide cross infection policy, maintains levels of hygiene.  **Responsibilities for Financial and Physical Resources:**  Ensures safe, efficient use of resources by managing stock, responsible for ordering supplies/materials and overseeing proper storage. Responsible for the safe use of specialised equipment by self and others and undertakes equipment maintenance monthly. Ensures prompt issue reporting to prevent service disruption.  Collaborates with procurement for cost-effective purchasing and seeks opportunities to optimise resources and reduce waste.  **Responsibilities for Human Resources:**  Provide support and advice for in-house and external staff, including nurses, junior doctors, students, and visiting professionals. In the practise of maxillofacial prosthetics and technology this will include carrying out invasive procedures in the clinic or operating theatre within specific time limits – i.e. complex sectional impressions, fitting prosthetic abutments to osseointegrated implant fixtures etc.  Provide clinical and technical information regarding the activation/ long-term management of a custom made medical device i.e facial prostheses, osseointegrated implants.  Supervision of STP students from GG&C and other trusts.  Participates and contributes in departmental meetings.  **Responsibilities for Information Resources:**  Regular use of Microsoft Office, NHS systems, and specialised software (e.g. Mimics, 3-Matics, Enlight) for surgical planning in oncology, neurosurgery, craniofacial, trauma, and orthognathic cases. Proficient in 3D software, KLS Martin IPS Designer, intraoral scanning, and CAD/CAM systems for designing splints, guides, and models.  Essential NHS systems used include:   * Patient records and appointment management * Clinic/waiting lists, referrals, and patient correspondence * Audits, feedback, QMS for medical devices * Study model index, leave records, and patient databases   Also uses online tools (e.g. NHS e-library, Medline, PubMed) for research.  Ensures storage and recording of patient records and medical devices observing and implementing national legal requirements i.e orthognathic surgery patient planning records etc.  Distribution of completed work to internal and external clinics.  **Responsibilities for Research and Development:**  Regularly involved in clinical trials, research and development to improve patient outcomes and surgical planning, working closely with multidisciplinary teams (e.g. surgeons, nurses, biomedical engineers) to stay current with medical advances.  Documents results, contributes to publications, and presents findings at national and international conferences.  Develops new techniques and custom devices for patients with craniofacial and body deformities.  Monitors output to meet MHRA quality standards and participates in audits and investigations to identify issues or best practices.  **Freedom to Act:**  Works autonomously in all prosthetic and technical aspects of patient care, within professional, occupational, and laboratory guidelines.  Interprets complex information (e.g. treatment plans, referrals, diagnoses) to determine the most appropriate treatment for each patient.  Requires excellent communication skills to work with multidisciplinary teams, patients of all ages, and families—translating complex procedures into understandable terms and offering reassurance.  The post holder manages own time and schedules their own patient appointments for 1-1 patient treatment for the Maxillofacial Laboratory outpatient prosthetic clinics and provides 24/7 on call emergency treatment service. |

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| 7a. EQUIPMENT AND MACHINERY |
| The position requires that the candidate possesses comprehensive knowledge and experience regarding the full range of medical devices and equipment systems essential for the delivery of the West of Scotland Regional Maxillofacial & Plastic Surgery Prosthetic & Technical services. This includes an understanding of design, construction, and operational principles. The individual must also undertake regular servicing and monthly maintenance of laboratory equipment at both sites, adhering to GG&C protocols.  Additionally, the post holder is responsible for being aware of the potential hazards relating to a laboratory setting, whether operational or related to the materials used, and must ensure the safe use to protect themselves and their colleagues from harm.  Most of the laboratory equipment at both sites requires expert level skill and manual dexterity and includes:   * Furnaces for heating and burning out casting moulds (temperatures up to 1200°) * High speed turning lathes, high speed drilling equipment, high speed cutting equipment, sand blasting equipment, electrolytic polishing bath, Ultrasonic bath, polishing and grinding lathes, boiling out and processing tanks which operate at high temperatures (exceeding 100°) wet and dry plaster trimming equipment, band saw, hydraulic press for forming cranial implants (pressure of 30 tonnes), extraction cabinets for the extraction of hazardous chemical and acidic fumes, vacuum forming machines for forming intra oral splints, hand held and bench mounted light curing units (intense light sources) for curing light sensitive resins both in the laboratory and on the patient during prosthesis fabrication. * Laser welder * 3D printing machines and associated resins and waste products. * Digital Surface Scanners for use on patients and models etc. * High pressure wash station for the production of 3D models * Various hand tools used for prosthesis construction such as scalpels, wax knifes, cutters etc. * Various hand-held surgical instruments used for cleaning patients surgical defects (probes, tweezers etc.), attaching prosthetic implant retained abutments (forceps, screwdrivers etc.) * Various other, surgical and technical hand and laboratory tools. |
| **7b. SYSTEMS** |
| Monitor the storage of the laboratories Quality Management System demonstrating compliance with ISO 13485:2016 and the applicable quality system requirements of the Medical Devices Regulations UK MDR 2002 using supportive computer software. Including the compilation and storage of the laboratories Medical Devices Directive records using the designated access programme at both sites.  Ensure that appropriate entries in Track Care and Clinical Portal records are made after each appointment including letters and reports to patient / referring consultant or surgical specialists.  Utilise highly advanced computer software packages, such as Mimics Imprint/Innovation, 3 Matics (CAD CAM), Enlight, and KLS Martin Case Designer, which allows for the manipulation of images obtained from CT, CTA, CBCT, MRA scans, and 3D photogrammetry. These systems are essential for creating 3D anatomically accurate models used in surgical planning for oncology patients, craniofacial and trauma cases, as well as for use in orthognathic surgical planning. The software is also used for preoperative planning and designing medical devices such as nasal stents, cutting guides, positioning guides, and splints.  The use of standard computer software packages i.e. Microsoft Word, Excel, Power point, Access, Outlook 365, Adobe, Internet, email, Trakcare, Clinical Portal, PECOS. Used for daily tasks, teaching handouts, information databases and presentations.  The updating and management of systems of storage of information consistent with national / local policies, protocols and standing regulations.  Issuing patient appointments and arranging additional patient requirements i.e. transport, translators and hospital accommodation.  Observing the legal requirements and ensuring compliance for; The Health and Safety Manual, COSHH Risk Assessment Materials, The Medical Devices Directive, The Data Protection Act, The Infection Control Manual.  **Physical Skills:**  Frequent, daily requirement to use the highest level of physical skills with a high degree of precision, manual dexterity and coordination in order to produce unique pieces of work e.g. provides one-to-one patient treatment for the provision of facial and body prosthetics, this frequently includes carrying out invasive procedures in the clinic or operating theatre within specific time limits e.g. complex sectional impressions, placement of prosthetic abutments to Osseointegrated implant fixtures i.e. Titanium implants which are drilled into the bone in prosthetic rehabilitation patients. These protrude through the tissues and once they have integrated with the bone, can be loaded with a range of magnetic or mechanical retention devices thus improving the appearance, function and retention of facial prosthesis drastically.  In terms of the invasive procedures, there is often a requirement to carry out complicated impression techniques inside open wounds e.g. the orbital/nasal cavity following surgical removal of tissues in a theatre or clinical setting.  Highest level of artistic ability and physical skill required daily for e.g. colour matching skin tones and creating an accurate anatomical match to the patient’s own tissues, painting of artificial eyes, carving/sculpting of facial and body prosthetics in wax, creating accurate complex moulds for construction of prostheses. |

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| 8. ASSIGNMENT AND REVIEW OF WORK |
| Execute specialist technical tasks generated by departments such as Oral and Maxillofacial Surgery, Plastic Surgery, Ophthalmology, Neuro Surgery, and Ear, Nose, and Throat Surgery, among others. This includes creating highly complex intra-oral and extra-oral prostheses, body prostheses, detailed pre-surgical osteotomy plans, craniofacial surgery planning, oncology resection and reconstruction planning, along with associated guides, pre-bent implants, splint work, cranial implants, and more.  Manage their own clinical, technical, and administrative schedules whilst attending associated outpatient clinics on and off-site, attending theatre and contributing to departmental and multidisciplinary team meetings.  Ensure quality control of their digital, technical and prosthetic work, maintaining compliance with the highest standards outlined in the Quality Management Manual and legal requirements for custom-made devices.  Ensure the maintenance of thorough and precise records of all procedures and interactions while strictly following privacy and confidentiality protocols. |

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| **9. DECISIONS AND JUDGEMENTS** |
| **Analytical and judgement skills**:  Required to make adaptations to standard procedures in order to achieve required results. The post holder will offer advice when other opinions may differ e.g. when planning for surgical procedures, there is often requirements to make highly complex decisions regarding movements of the bony fragments of the face, in order to achieve a realistic and achievable outcome. This often means advising surgeons that treatment planning should be altered or advising them of unexpected outcomes.  Analysis of highly complex treatment plans and provision of highly specialist advice and technical decisions around the design and use of appliances e.g. orthognathic planning requires an extremely high level of precision and expertise with regards to how clinical treatment planning links with the technical process. All devices constructed, including facial and body prosthesis must be adapted and designed according to each individual case, with particular attention being paid to the safety and maintenance/dexterity of the user. |

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| 10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB |
| Caring for terminally ill patients needing facial or body prostheses can be emotionally challenging, especially when patients struggle to accept their condition. Long-term treatment often builds strong patient relationships, requiring empathy and support while maintaining emotional boundaries to deliver professional care and avoid emotional fatigue.  Expert knowledge of anatomy, proportion, and colour matching is essential for sculpting lifelike custom prostheses.  The role involves frequent interruptions during complex tasks (e.g. calls, urgent referrals, equipment issues, theatre visits), requiring focus and adaptability.  Effective task prioritisation under tight deadlines is crucial, while maintaining high standards and patient care. |

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| **11. COMMUNICATIONS AND RELATIONSHIPS** |
| **Communication & Relationship Skills:**  Communicates highly sensitive and complex information with staff, patients, relatives, consultants in GG&C and nationally regarding the specialties of Oral & Maxillofacial Surgery, Restorative Dentistry, Ophthalmology, Plastic Surgery, Occupational Health, Neuro Surgery, and Ear Nose and Throat surgery and also presenting to large audience groups on a professional basis e.g. presenting at International Congress for IMPT, and locally to peers and students. Sharing research and also expertise in the rehabilitation of severe facial and body disfigurement following trauma and/or cancer, dealing with children and vulnerable adults and sensitive issues such as nipple prostheses for mastectomy patients etc.  On a daily basis, the post holder communicates highly complex treatment planning and the design of devices and prostheses in extremely contentious situations and in highly sensitive and emotive circumstances e.g. overcoming barriers with the distraught family members of patients requiring our service, helping patients come to terms with the lifelong prosthetic treatment they will require.  Dealing with OMFS trauma and cancer patients, supporting, motivating and advising them on treatment, assessing their individual requirements and maintaining the highest level of empathy and professionalism e.g. facial and body prosthetics, such as noses, full orbits, indwelling artificial eyes, fingers, toes, nipples, ears and custom designed devices to meet individual needs of each patient.  Advise other health care professionals relevant to scope of own knowledge and practice within the context of maxillofacial prosthetics/reconstructive science and dental technology e.g. Soft and Hard tissue remnant removal, type of intubation required whilst impression taking in theatre, implant positioning etc.  Patients, carers and relatives may have dementia or English is not their first language. |

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| **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB** |
| **Physical Effort:**  Frequent moderate physical effort required for handling large, heavy facial and body impressions, skull plate dies, models and moulds as well as bags of plaster or other heavy stock items - throughout the day using a trolley.  Prolonged periods standing in a restricted position at the plaster bench casting and trimming models.  There is a frequent requirement for working in a restricted and uncomfortable position i.e. bent over patient for treatment with manipulation of precision instruments in positioning of implant supra structures, impression taking, carving of prosthesis and prolonged periods of working at bench.  Uses repetitive effort throughout the day.  Frequently assisting patients in and out of the treatment chair during consultations if required - regularly throughout the day.  Regularly pushing wheelchairs, many of the patients are very immobile.  **Mental Effort**  Occasional intense concentration required for the construction of appliances manipulating fine tools, precision components and other materials with a high degree of precision e.g. prolonged periods of working at bench using intense concentration, manual dexterity and precision with periods of working at bench.  Intense concentration required for prolonged periods of time for, carving, sculpting and colouring facial or body prosthesis, fitting implant components to patients, soldering and welding, measuring and carrying out intricate movements of jaw and bony segments in the planning of maxillofacial surgery (orthognathic). Deals with unpredictable work patterns e.g. emergency splints and appliances for the Maxillofacial Unit and urgent alterations or repairs to Prosthesis or devices, often while the patient is in the clinic/theatre with patient under anaesthetic or in clinic to complete treatment within time frame which has been prearranged.  Other concentration required for, carving, sculpting and colouring facial or body prosthesis, fitting implant components to patients, soldering and welding, measuring and carrying out intricate movements of jaw and bony segments in the planning of maxillofacial surgery (orthognathic).  Deals with unpredictable work patterns e.g. emergency splints and appliances for the Maxillofacial Unit and urgent alterations or repairs to Prosthesis or devices, often while the patient is in the clinic/theatre with  patient under anaesthetic or in clinic to complete treatment within time frame which has been prearranged.  Frequent interruptions increase the difficulty of these periods of concentration. Due to the small number of staff and no administrative support they could be continuously interrupted by telephone calls, administrative queries, nursing staff, clinical or surgical consultants.  **Emotional effort:**  Frequent, daily consultations with terminally ill patients, cancer and trauma victims who have severe facial disfigurement and speech difficulties are highly emotional and stressful for patient and clinician.  Consultations with patients and their families/carers can be highly emotive when discussing various treatment options for rehabilitation following facial or body disfigurement. Communication can be extremely difficult due to emotional, physiological, psychological, factors, language barriers, behavioural difficulties and age difficulties.  Patients who are terminally ill or have been severely traumatically disfigured are often extremely distressed, angry, resentful or non-acceptant of their diagnosis or disfigurement and the Maxillofacial Prosthetist/ Reconstructive Scientist may have to give unwelcome news regarding prosthetic or splinting treatment plans, reducing their expectations whilst motivating them and treating them with the utmost sympathy and respect. Also exposed to emotional effects of disclosures from patients about their condition and the effects of becoming emotionally attached whilst maintaining professionalism at all times.  Frequent contact with severely facially disfigured or terminally ill patients. This involves being with the patient for several hours at a time and empathetic skills are paramount.  **Working conditions:**  Frequent exposure to highly unpleasant working conditions e.g. fumes from materials, abrasives, equipment vibration, body fluids (saliva, blood, mucus) from impressions and post fitted appliances, exposure to body tissues which are present in post-surgical theatre cover plates used to construct prostheses to repair the resultant defect  Frequent exposure to hazardous chemicals such as Methyl Methacrylate, acids, evaporative solvents and polishing compounds which are used during appliance/prostheses construction.  There is a regular requirement to remove oral debris from patient’s appliances before work can be undertaken.  Frequent exposure to dust hazard during trimming of cured Methyl-Methacrylate, trimming plaster moulds and models, polishing metals used in splint construction, cutting and trimming Titanium plates used in cranial implant construction and polishing obturated dentures. |

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| 13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB |
| **Professional Qualifications/ Registrations:**  Essential:   * BSc Dental Technology or Historical equivalent. * MSc Reconstructive Science or Masters in Maxillofacial Rehabilitation (KCL) or STP/Historical Equivalent * Statutory registration (GDC and/or HCPC). * Up to date CPD portfolio/reflective log. * Voluntary registration with Professional Body IMPT (Full Member) at the qualified/appropriate level (Completed AIB).   If historical qualification; completion of STP Equivalence with the Academy of Healthcare Science.  **Additional Experience: (desirable),** (Support to develop the following requirements while in post)   * Completion of IMPT Assessment Interview Board and competency lone working within the clinical setting. * Experience of working in a multidisciplinary team (MDT) service and participating in specialised training courses. * Proficient skills in IT and core Microsoft Office programs. * Knowledge regarding health and safety legislation. * Skilled in splinting and arch bar treatments for trauma and orthognathic surgery cases. * Strong communication skills. * Possesses highly specialised knowledge in Oral and Maxillofacial Surgery techniques. * Engagement for research activity and innovation. * Expert in the distinctions of shape, colour, and hue for designing and constructing facial and body prosthetics. * Broad knowledge of the Craniofacial Implant system. * Comprehensive understanding and experience of implementation of data analysis (CT), 3D design, planning, and additive manufacturing. * Familiarity with various types of 3D printers and milling machines. * Knowledge of quality management systems and compliance regulations for constructing custom-made, patient-specific medical devices. * Experience of preforming highly specialised invasive procedures in both clinical and theatre settings under local or general anaesthesia for the provision of prosthetic devices. Examples include:   + Taking impressions for patients with significant craniofacial defects, requiring internal area packing and pain relief.   + Managing deep buried implants, including removal or adjustment of abutments and components.   + Knowledge of implant systems, their applications, and safe practices for patient care. * Advanced Theoretical Knowledge and In-depth understanding of:   + Anatomy and physiology of the head and neck.   + Graft site anatomy and anatomical considerations when using for reconstruction.   + Tooth eruption, morphology, and clinical charting.   + Diagnostic treatment planning and the etiology of malocclusion.   + Occlusal difficulties related to temporomandibular joint dysfunction.   + Static and dynamic occlusion.   + Cross-infection and disinfection procedures. * Extensive experience with hazardous laboratory equipment and machinery that requires a high skill level for safe operation, including:   + Burnout furnaces (operating at temperatures up to 1200 degrees Celsius).   + Handling of corrosive and dangerous Acids (Nitric, Orthophosphoric acids) including complicated concentration calculations.   + Micro motors, high-speed lathes and trimmers, welding and soldering equipment, molten metals, and various handheld surgical instruments.   + Use of personal protective equipment (PPE) in the laboratory environment. |

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| **14. JOB DESCRIPTION AGREEMENT** | |
| A separate job description will need to be signed off by each jobholder to whom the job description applies.  digital sig PP Job Holder’s Signature:  Head of Department Signature: | Date:  Date: 20/06/2025 |