

Team CSS



NHS

Clinical & Scientific Services
Manchester University
NHS Foundation Trust

Thank you
SO MUCH

HAPPY ADMIN AND CLERICAL DAY!



Dear colleagues,

Today is Admin and Clerical Professionals Day, and I want to pause and recognise the people who quietly hold so much of our organisation together - our admin and clerical teams across the Trust.

You are often the first voices our patients hear, the first faces they see, and the steady hands that keep everything moving when the pressure is high. Whether you're on reception, supporting wards, managing records, coordinating appointments, keeping rotas afloat, providing PA and business support, or working in HR, finance, IT coordination, procurement and so many other vital roles, you bring order, calm and kindness to some of the busiest corners of our services.

So much of what you do is invisible to others, but its impact is felt. You help patients feel welcomed and reassured. You give clinical teams the space to focus on care. You solve problems before most people even know they exist. You keep us organised, safe and able to deliver the care our communities rely on.

Thank you for everything you do, every day.

With my sincere thanks,

Alison



Alison Ollivant

Director of performance & operations

Happy Administrative Professionals Day

Thank You!



Your dedication, organisation, and support help improve patient care in ways that truly matter – thank you.



#Proud2bAdmin
@MFT