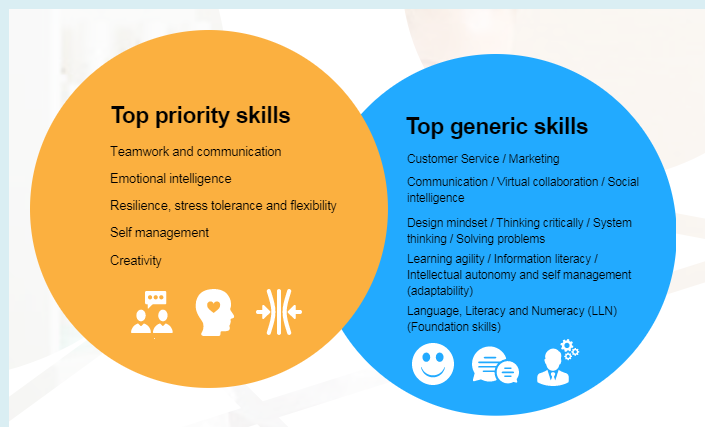


Job Description & Duties:



Incorporating a funeral company
Established 2007
undertaking
approximately 200
funerals annually
and growing!

Located at
Para Hills West
with an 9am start
time

at our Mortuary
and operations
facility.

You receive a
weekly pay, and
will be sharing after
hours Transfers
between 4:30pm to
8am from time to
time when you are
available
as required.

We are seeking
primarily, a casual
**Funeral director's
assistant**
who is physically fit
with excellent
verbal
communication
skills.

If you suite this
position well and
are willing to assist
within a team
environment this
would translate
into more hours.

To fulfil this
role we would
expect



you to be able
and prepared
to:

Be Trained

- You must be able to be trained and follow procedures accurately and systematically.

Transfer/Removal

- You would need to be Required to stand-by when rostered or requested, prepared to transfer body's from an airline, railway or shipping terminal, police, a hospital, nursing home or aged care facility, a crematorium, a chapel, a church, a city mortuary or a cemetery.

Bariatric handling

- Will involve loading, unloading of heavy body's possibly navigating stairs and closed quarters, so you must demonstrate your ability to coordinate these activities appropriately therefore physical fitness plays a key role.

General
maintenance

- Keeping stretchers, the mortuary, equipment and tools sterilised & organised, ensuring there reliable operation, laundering, assembling basic floral arrangements, cleaning and fueling transfer vehicles and hearses, and ordering consumables.

Mortuary care

- You will need to secure valuables, dress, wash, apply cosmetics, remove implants and place the deceased in coffins and caskets following procedural instructions from our office.

Personal Description & pre-Requisites.

Able to be trained and follow procedures.

Punctuality & reliability are the key attributes to be backed by referees.

You may need to undergo a national police clearance.



Must have a class C driver's licence.

Be physically fit, and well presented assisting with funeral services and establishing grave side locations and if required.

Ability to drive a van, in addition to our hearses and reverse using mirrors only,



Work in a team environment & assist beyond your call of duty to help others meet scheduled times.

Additional

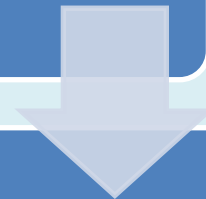


Tasks

You may be required to
pickup memorial cards
and supplies.



Deliver coffins to
crematoriums and assist
at services.



Purchase items to
maintain our operations

focus & Care

Pay attention
to detail and
manage
equipment
and coffins



With
Care



Avoiding
personal risk
of failure
and damage