



Current Vacancies, 7.10.21

Funeral Arranger – Bishop’s Stortford

With flexibility to travel to other funeral homes

Do you have a desire to help others and would you like a job that enables you to make a difference?

We are keen to talk to people who excel in customer service and have proven administrative experience who would like to embark on a new and rewarding career within a well-respected family-owned business.

The successful candidate will have a compassionate nature and the ability to help and guide bereaved families through the funeral arrangements and to liaise with a number of different agencies and service providers.

Excellent interpersonal skills and a desire to deliver high levels of customer service are essential for this role along with a willingness to work as part of a hardworking and dedicated team. A basic knowledge of Microsoft Office (Word/Publisher and Outlook) is also required.

This is a full-time position, Monday-Friday 9.00am - 5.00pm plus some Saturday mornings. Own transport and a flexible approach to working hours is also required.

Please send your CV and a covering letter to Sally Payne

sally@drobinson.co.uk

Casual Driver/Bearers – Bishop's Stortford

applicants will need...

A full UK Driver's Licence, with the driving experience and confidence to chauffeur hearses and limousines.

Good ad-hoc availability (this is casual work, daily/weekly hours vary and are subject to business need).

To be able to safely lift heavy items & clean vehicles.

To be well presented, with high standards of personal appearance.

To have the highest standards of customer service.

If you wish to apply, please telephone 01279 655477 or 01279 426990, during office hours and ask to speak with the manager, or email enquiries@drobinson.co.uk with your details.