



Posted 5th January 2022

Funeral Manager – Great Dunmow, Essex

Are you forward thinking, ambitious and organised? We are seeking to recruit a FUNERAL MANAGER to work with us to maintain standards and take our company forward.

The successful candidate should be able to demonstrate the following abilities and skills:

- Excellent interpersonal skills with the willingness and ability to attend community events and liaise and build relationships with the range of other services with which we work on a daily basis
- Desire and ability to deliver high levels of customer service
- Experience in managing staff with excellent communication skills
- Good general I.T. skills
- Enthusiastic and energetic, with the ability to co-ordinate, lead and motivate others
- Flexibility to work out of office hours and travel to different locations to work, if necessary
- Have their own transport and a full driving license
- Problem solving
- Logistical ability to multitask and to effectively co-ordinate staff and vehicles
- Keen attention to detail with a good level of written English

Ideally, we are seeking someone who has previous experience of the funeral profession, who has arranged and conducted funerals, however, training will be available to applicants who are new to the profession and can demonstrate enthusiasm for the role and that they could meet the criteria above.

Participation in out of hour's telephone response rota may be a requirement of the role.

This is at times a demanding role and you will need to demonstrate tenacity and good time management to achieve daily tasks on schedule.

Excellent salary package and benefits for the successful applicant. Possible relocation package which could include accommodation for rent.

Email your C.V. to: jamie@drobinson.co.uk

Casual Driver/Bearers – Bishop’s Stortford/Harlow areas

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 during office hours and ask to speak with the manager, or email enquiries@drobinson.co.uk with your details.