Michael D. Bell
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## OBJECTIVE

I am passionate about all aspects of the funeral service profession. It is my desire to secure a position with a firm that allows me to provide excellent service in all areas – embalming, preparation, family arrangements, conducting funerals and pre-planning.

## SUMMARY OF QUALIFICATIONS

- Understanding of all daily funeral home operations including merchandise purchasing and pricing, finances, and inventory management.
- Deeply compassionate toward families before, during and after their funeral need
- Excellent interpersonal and communication skills
- Detail oriented with all aspects of the trade, including embalming, autopsy repair and restoration.
- Able to present and describe all options to families in a clear and concise manor
- In-depth knowledge of the laws and procedures of our State
- Composed in all situations and tactful in difficult circumstances
- Arranged for transfer of remains both out of state and out of country
- Established relationships with vendors; casket, vault, markers, urns and paper products
- Excellent relationships with florists, caterers, limousines, memorial dove services, clergy, musicians and hospice.
- Knowledge of Veterans and Social Security Benefits
- Provided pre-need consultations to educate individuals and families on their options, advise of resources and determine their personal need.

## PROFESSIONAL EXPERIENCE

Bell Funeral Home
Mortician/Owner — Boise, Idaho — February 2005 – January 2010

Summers Funeral Home
Apprentice Mortician/Funeral Assistant — Boise, Idaho — September 2001 – October 2004

## EDUCATION and PROFESSIONAL TRAINING

Mortician License, State of Idaho
Associates Degree in Mortuary Science, Arapahoe Community College, Colorado (2004)

## REFERENCES PROVIDED UPON REQUEST