Woodlawn is in Lacey, WA and we operate 3 locations, 2 are combos with cemeteries. It is a family-owned company. Funeral Directors can meet with diverse clients and work with both burial and cremation clients. Come to an awesome funeral home where you can really be a funeral director. We offer a competitive compensation package including 75% percent employer-paid medical.

You can confidentially submit resumes to joe@woodlawnfh.org.

Funeral Director/ Embalmer

* Funeral Arrangements
	+ Making Notes
	+ Completing and Ordering DCs
	+ Notifying Social Security
	+ Setting Appointments – 10am, 11am, 1pm, 3pm
	+ Death Notices
	+ Military Paperwork
	+ Contracts
	+ Sending cremation paperwork
	+ Following Through with Disposition
		- Calling Cemetery/Funeral Home/Crematory
	+ Complying with State and County Regulations
	+ Notifying King Co Medical Examiner on King Co Death
* Removals
* Obituary back up if needed
* Creating Guestbook and Folders back up if needed
* Embalming
* Setting up for Viewings and getting person ready for viewings
* Dressing and Casketing
* Filling urns
* Answering Phones (third and on)
* Answering pricing calls
* Clean up after every arrangement