



FUNERAL HOME & CREMATORY

713 Central Ave N • Kent, WA 98032

(253) 852-2620

www.marlattfuneralhome.com

Funeral Director & Embalmer

Pay Range: \$28-\$37 per hour Based on Experience

Job Description

Marlatt Funeral Home and Crematory is honored to have served the community for nearly 70 years, and it couldn't be done without great employees!

Marlatt Funeral Home and Crematory is currently looking for an **Experienced Licensed Funeral Director & Embalmer** to join our family of funeral professionals. Marlatt's is family owned and operated and offers a great work environment where employees well-being is top priority.

Summary:

Meets with families to plan and direct funeral services, memorial services, viewing, burials and cremations. Performs necessary preparation work on bodies. Completes all necessary paperwork and leads services onsite and offsite.

Essential Duties and Responsibilities include the following, but not limited to:

- Removal of bodies to be brought to the funeral home.
- Able to lift heavy loads with assistance.
- Meet with families to arrange services.
- Preparation of bodies including refrigeration, embalming, dressing, casketing, cosmetics, and any other related technical duties.
- Coordinates services for interment and shipment of body for out of state burial.
- Directs and leads funeral and memorial services onsite and offsite.
- Completes all funeral home and crematory related forms and paperwork.
- Releases urns to families.

Qualifications:

Education/Experience

- Graduate of two-year course of study at an accredited college, two-year apprenticeship period under supervision of a licensed funeral director/embalmer, at least 2 years fully licensed experience in a funeral home.

Math Ability

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Computer Skills

- Experience using Microsoft Word, Excel and Email.
- Professional writing skills.

Office Skills

- Strong customer service skills with a compassionate approach
- Professional Phone Etiquette
- Welcomely Greet Customers

Appearance Requirements

- Professionally dressed
- Good hygiene & overall professional appearance
- No tattoos that can't be covered up
- No visible large gauge piercings

Certificates and Licenses

- Valid Washington driver's license, valid funeral director's license, and valid embalmer's license. Crematory operator licensing preferred.

Benefits:

- Premium Pay for Removals Outside of Business Hours
- Annual Bonus Potential
- Employer 100% paid Medical, Dental, Vision
- Employer 100% Funded HSA Account
- Employer 100% Paid Washington Paid Family & Medical Leave
- 401(k) savings, employer match
- Year-end profit-sharing
- Vacation/PTO Time off- accrual based off years of service
- Sick Time off
- Volunteering Paid Hours
- Birthday Paid Day Off
- Annual Clothing Allowance
- Phone Allowance
- Continuing Education Paid
- Licensing Paid

Please reach out to Karl Marlatt (253) 852-2620 or karl@marlatt.com