

Current Vacancies, October 2021

Due to continued success and recent expansion, we are looking to recruit

Funeral Arrangers

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 Hayley Doe

hayley@peasgoodandskeates.co.uk

Closing date for applications 22nd October 2021