



Funeral Conductor – Full-Time

About the role

This full-time Funeral Conductor role based in Palmdale on the Central Coast of NSW, is an opportunity to join the team at Creightons Funeral Services, a leading provider for Central Coast, Sydney and Hunter families. As a Funeral Conductor, you will play a crucial part in ensuring dignified and compassionate funeral services are provided for families in these communities.

What you'll be doing

- Conducting funeral services in a respectful and professional manner
- Liaising with funeral home staff, clergy, cemetery and crematorium staff, and family members to ensure the seamless and accurate execution of funeral arrangements
- Taking direction from and giving direction to other funeral staff
- Providing support and guidance to grieving families throughout the funeral service
- Maintaining accurate handwritten and computer records related to funeral services
- Bringing deceased in to our care from their place of death, with respect and dignity
- Participating in an after-hours on-call roster
- Driving and maintaining company vehicles
- Operate complex audio/visual equipment (training provided)

What we're looking for

- Strong interpersonal and communication skills to interact sensitively and professionally with colleagues and bereaved families
- Excellent time management, organisational skills and attention to detail
- Calm and dignified demeanour under pressure
- Knowledge of funeral industry regulations and best practices desirable but not essential
- Ability to work in a team environment and autonomously when necessary
- Ability to meet the physical demands of the role
- Current full, unrestricted drivers license

What we offer

At Creightons, we are committed to supporting our employees' wellbeing and professional development. In addition to a competitive salary, we offer a range of benefits including but not limited to:

- Opportunities for ongoing training
- Full company uniform, dry-cleaned
- Access to employee assistance programs and mental health resources
- Be part of a highly regarded, locally owned company that has served our communities since 1843

About us

Creightons is a leading provider of funeral services in the Central Coast, Sydney and Hunter regions. Our mission is to provide a compassionate and inclusive environment where everyone has access to the resources and support they need. With a team of dedicated professionals, we strive to make a positive impact during the funeral process for the individuals and families we serve, as we personalise, commemorate and celebrate the dearly departed. Creightons is a member of Funerals Australia (formerly Australian Funeral Directors Association), which gives you the assurance that we meet best professional practice standards and are bound by a strict Code of Ethics and Code of Professional Conduct.

Apply now to join our team as a Funeral Conductor and be a part of our mission. Please send your application to Vanessa Barber at: vanessab@palmdalegroup.com.au.

Previous applicants need not apply, thank you.

Employer questions

Your application will include the following questions:

- Which of the following statements best describes your right to work in Australia?
- Do you have customer service experience?
- Do you have a current Australian driver's licence?
- What is the maximum weight that you are able to lift?