

FUNERAL SERVICES PROGRAM ESSENTIAL FUNCTIONS

Funeral Director

ESSENTIAL FUNCTION	STANDARD
Adaptability	Able to work in an environment that is different for each service.
Communication	Ability to interact professionally with others.
Ethics	Abide by strict and clear ethical principles and rules of the funeral industry.
Interpersonal	Ability to help bereaved families and groups from a variety of social and cultural backgrounds and experiences (possess maturity, emotional stability, compassion, tact, sensitivity to needs of those they serve).
Mobility	Ability to sufficiently move from room to room and maneuver in small spaces.
Motor Skills	Possess gross and fine motor skills sufficient to work with funeral products, merchandise, and caskets; also using computer software for keyboarding (funeral service contracts, filing death certificates, obtaining burial permits).
Physical Endurance	Ability to lift 50 pounds or more usually with no assistance. Remain on task for several hours while standing, sitting, moving lifting and/or bending. Work both indoors and outdoors regardless of weather conditions. Work long, irregular hours that may include weekends and evenings.
Professional Attitude and Demeanor	Ability to present professional appearance and maintain physical and mental health.
Visual Ability	Normal or corrected vision sufficient to view, read, and physically manipulate information in a variety of formats including paper, handwritten documentation, computerized data and typed reports.

Embalmer (May overlap with Funeral Director)

1. Maintain a positive work environment by behaving and communicating in a manner so that you get along with families, co-workers, and management.
2. Wear and always use the Personal Protective Equipment (PPE) during the performance of the job duties that require such equipment.
3. Comply with the rules, regulations, policies, and procedures as outlined by the Occupational Safety and Health Administration (OSHA) and Funeral Service Industry Standards.
4. Perform embalming of decedent and cosmetology according to industry standards and practices, technical, and safety and sanitary requirements.

5. Dress and position decedent in casket or alternative container and deliver to visitation area if requested by client family.
6. Maintain record of embalming of all deceased persons for future reference and medical and legal purposes.
7. Maintain all embalming instrumentation and equipment as specified by manufacturer's instruction.
8. Maintain clean preparation area and equipment and comply with all governing rules and regulations regarding sanitation and hazardous waste.
9. Treat decedent with respect and decorum.

Embalmer - Essential Physical Responsibilities

- Ability to tolerate exposure to hazardous substances subject to government requirements.
- Occasional lifting, pushing, and pulling, with assistance, of objects up to approximately 600 pounds.
- Manual dexterity required for clerical tasks
- Occasional stooping, bending, pushing, pulling and carrying objects weighing up to approximately 30 pounds for short distances.
- Ability to travel by standard methods of transportation.

The above physical functions are not intended to be an all-inclusive list of functions for an embalmer. The purpose is to describe the general nature of the position.