

CASUAL FUNERAL OPERATIVE – SEPTEMBER 2026

HOURS OF WORK	Casual, as required , but normally Monday to Friday between 06.30 am – 7.00 pm but when ‘on-call’ it is overnight
	Weekends and Public Holidays when on call.
OUT OF HOURS	The company operates an Out of Hours rota system. The applicant is expected to participate in this system to cover removals. On-call shifts comprise 4 weekend ‘day shifts’ per month and 10 night shifts
PROBATIONARY PERIOD	All appointments are subject to a probationary period of three months.
SALARY	£13.27 per hour, plus payments for callouts out of hours. Salary is paid in arrears on the 25 th of the month by means of bank transfer. Call out rates will vary between £45 and £65 depending on shift.
SICK PAY	Statutory sick pay.
HOLIDAY ENTITLEMENT	28 days per calendar year, pro rata – after the probationary period.
SMOKING POLICY	The company operates a no smoking policy

The above are guidelines only and cannot be taken to constitute part of the formal contract of employment.

JOB DESCRIPTION

JOB TITLE:

Casual Funeral Operative

BASED AT:

Paul J King Funeral Directors
Working from any of the six branches of the company.

MAIN PURPOSE:

To undertake all duties related to the funeral profession.

KEY TASKS:

- Collecting deceased and assisting on funerals as a driver / bearer.
- Washing and cleaning company vehicles after each funeral
- Placing deceased in Chapels of Rest.
- Participating in the out of hours rota system to cover removals.
- Maintaining accurate records as required.
- Carrying out any other duties as required by the company.
- Carrying out routine checks on equipment/vehicles as required.

RESPONSIBLE TO:

Report directly to the Manager – Corinne Cadey

COMMUNICATE WITH:

- Liaising with all other staff and branches of Paul J King Funeral Directors

TRAINING:

- Attending training courses delivered internally and externally, where appropriate
- Attending meetings of local/national professional institutions and relevant training days provided by these institutions, where appropriate

GENERAL:

- An Operative Handbook is used throughout the company and staff are expected to adhere to the content of it.
- Observe and adhere to all fire, health and safety and other statutory requirements.

Because of the changing nature of our business your job description may change. You will, from time to time, be required to undertake other activities of a similar nature that fall within your capabilities as directed by management.