

**JOB TITLE**

**Funeral Service Assistant**

**JOB DESCRIPTION**

JDJ Enterprises is looking for an outgoing individual to assist us in our business.

**ABOUT OUR BUSINESS**

Local leading funeral home founded in 1931 serves the needs of area customers with personal, professional, and dignified services.

**RESPONSIBILITIES**

Provides clerical and administrative assistance supporting funeral operation.

Other general duties include meeting the general public, assisting on funeral services or ceremonies.

**QUALIFICATIONS**

High School diploma or equivalent

High level of compassion & integrity

Professional behavior & team player

Pay rate to be discussed at time of interview.

Contact Jarmusz Cotton Funeral Home 26 Maple Avenue, Victor NY at 585-924-3310 to apply.