

Job of The Week

Funeral Director

Key Skills

- sensitivity and understanding
- to be thorough and pay attention to detail
- patience and the ability to remain calm in stressful situations
- customer service skills
- the ability to work well with others
- the ability to accept criticism and work well under pressure
- business management skills
- the ability to understand people's reactions
- to be able to carry out basic tasks on a computer or hand-held device

Salary

£20,000 - £27,000

Working hours

41-43 a week

You could work evenings/
weekends/bank holidays
on shifts

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Funeral Director

Work

You could get a job at a funeral home, supporting funeral directors. You would then get experience as you learn on the job.

To do this you usually need:

- Customer service experience
- To use a computer well
- Administration skills

Qualifications while you work

While you work, you could take a diploma in funeral arranging and administration or a certificate in funeral service.

As you take on more responsibilities, you could do the diploma in funeral directing or the diploma in funeral service.

Apprenticeship

You can start by taking a funeral team member intermediate apprenticeship.

Once you have one year of experience, you can do a funeral director advanced apprenticeship.

Entry requirements

You'll usually need:

- Some GCSEs, usually including English and maths, or equivalent, for an intermediate apprenticeship
- 5 GCSEs at grades 9 to 4 (A* to C), or equivalent, including English and Maths, for an advanced apprenticeship.

Career path and progression

If you work for a large organization, you could be promoted to branch, area or regional manager.

With experience and training, you could become a tutor and teach others how to become a funeral director.

Day to Day tasks:

- help families plan funerals, including the time, date and location
- manage team members on the day of the funeral
- organise services like flowers, transport and notices
- explain laws about funerals and help families fill in forms
- advise on types of memorials, like headstones

Working conditions

You could work at a funeral home, at a cemetery, in an office or at a client's home.

Your working environment may be outdoors in all weathers.

You may need to wear a uniform.

Labour Market Information

In the Careers section of the school website you can find the useful comparison tool the 'Labour Market Information widget'.

Use the widget to compare different job roles in any employment sector or relating specifically to the 'Job of the Week'.

Undertakers, mortuary and crematorium assistants	
Weekly Pay £570	Annual Pay £29,640
Hours/Week 32h	Hourly Pay £18
Workforce Change (projected)	
Growth 5.4%	Replacement 53.8%
The workforce is projected to grow by 5.4% over the period to 2027, creating 1,400 jobs. In the same period, 53.8% of the workforce is projected to retire, creating 14,000 job openings.	
You might find this job in Other personal service Health Rental & leasing Public admin. & defence	
More info	Clear card

Managers and proprietors in other services n.e.c.	
Weekly Pay £770	Annual Pay £40,040
Hours/Week 52h	Hourly Pay £15
Workforce Change (projected)	
Growth 2.2%	Replacement 68.3%
The workforce is projected to grow by 2.2% over the period to 2027, creating 5,000 jobs. In the same period, 68.3% of the workforce is projected to retire, creating 156,600 job openings.	
You might find this job in Employment activities Legal & accounting Head offices, etc Land transport, etc Office admin.	
More info	Clear card

Office managers	
Weekly Pay £730	Annual Pay £37,960
Hours/Week 37h	Hourly Pay £20
Workforce Change (projected)	
Contraction -2.3%	Replacement 70.1%
The workforce is projected to contract by -2.3% over the period to 2027, losing 4,200 jobs. In the same period, 70.1% of the workforce is projected to retire, creating 126,900 job openings.	
You might find this job in Wholesale trade Services to buildings Health Head offices, etc Employment activities	
More info	Clear card

Labour Market Information

Office managers

Office managers plan, organise and co-ordinate the activities and resources of offices within commercial, industrial and other non-governmental organisations and public agencies. (National and local government office managers are classified to unit group 3561: Public services associate professionals.)

Common tasks in this job:

- plans work schedules, assigns tasks and delegates responsibilities;
- advises on the handling of all correspondence and enquiries relating to accounts, sales, statistical and vacancy records;
- ensures that procedures for considering, issuing, amending and endorsing insurance policies are adhered to;
- plans, organises and co-ordinates the activities and resources of other offices not elsewhere classified including box offices, other ticket offices and accommodation bureaux.

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Undertakers, mortuary and crematorium assistants

Undertakers, mortuary and crematorium assistants make funeral arrangements for clients, prepare the deceased for burial or cremation, and supervise and assist the proceedings of funerals.

Common tasks in this job:

- collects body of deceased and assists with the completion of necessary documents;
- interviews relative or representative of the deceased to discuss preparations for funeral;
- liaises with cemetery or crematorium authorities on behalf of client;
- washes and injects body with sterilising fluid to prevent deterioration prior to funeral, and applies cosmetics, wax and other materials to restore normal appearance;

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Managers and proprietors in other services n.e.c.

Job holders in this unit group perform a variety of managerial tasks in other service industries not elsewhere classified in MINOR GROUP 125: Managers and Proprietors in Other Services.

Common tasks in this job:

- determines staffing, financial, material and other short- and long-term requirements;
- ensures that adequate reserves of merchandise are held and that stock keeping is carried out efficiently;
- authorises payment for supplies received and decides on vending price and credit terms;
- examines quality of merchandise and ensures that effective use is made of advertising and display facilities;

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FUNERAL HOME

Keep looking...

Use these links to learn more about our Job of The Week, consider the various pathways leading to the career, what you can be doing now to help yourself and other roles in the industry...

Take a look at these short videos for inspiration...

A Day In The Life Of A Funeral Profession



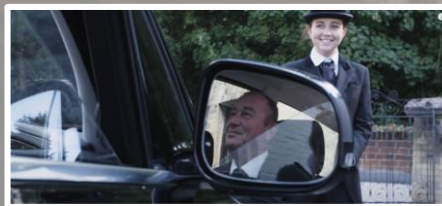
[What is a day in the life of a funeral profession like?](#)

Why Do You Work As A Funeral Director?



[Inside London Funeral Directors: Exclusive Interviews \(Must Watch\)](#)

27 Year Old Funeral Director



[The 27 Year old Female Funeral Director | The Shift](#)

A Day In The Life Of A Mortician



[A day in the working life of a mortician | 7.30](#)

Useful Websites

[Funeral director | Explore careers | National Careers Service](#)

[Embalmer | Explore careers | National Careers Service](#)

[How to Become a Funeral Director \(Mortician Career Guide\) – One Education](#)

[Funeralcare](#)

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