

Charles Dixon

EMBALMER

OBJECTIVE

Utilizing my strong background in funeral services, embalming, cremation processes, etc., while working as a respectful and caring professional within the field of funeral Service.

EXPERIENCE

HIGHLAND HILLS FUNERAL HOME & CREMATORY

2019-2020 Funeral Assistant

- Assist with setting up the chapel or other venue for the funeral service
- Prepare the coffin and other necessary equipment
- Help with the transportation of the coffin and other materials
- Liaise with the funeral director and other personnel to ensure that the service runs smoothly
- Use digital software to record data and information about the funeral arrangements

Woodlawn-Roesch-Patton Memorial Park

2008-2009 Embalmer/Funeral Assistant

- Prepare the deceased for viewing and/or burial, including dressing, grooming, and placing them in a casket.
- Assist with the transportation of the deceased to the place of burial/cremation
- Assist the Funeral Director in carrying out arrangements
- Communicate with families in a sensitive and professional manner
- Ensure that all documentation is accurate and up-to-date
- Comply with health and safety regulations

DAVIS CAMPBELL MCCLAIN FUNERAL HOME

2005 Funeral Assistant

- Use digital software to record data and information about the funeral arrangements
- Provide administrative support to the funeral director
- Ensure that the chapel or other venue is cleaned and tidied after the service

CONTACT

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ABOUT ME

I am passionate about serving families and communities, being there for them in time of need. Serving as a funeral director and embalmer is a chosen duty, one that I'm able and capable of fulfilling.

EDUCATION

Whites Creek High School
Nossi College Of Art
Piedmont Technical College

Certifications

Certified Crematory Operator
Life insurance agent

SKILLS

Good communication skills
Ability to work well with people in difficult circumstances
Excellent organisational skills

