

## **Transfer Care Team (TCT)**

We are the leading, Multi-Generational Family Owned Firm in the **St. Charles Region** and we are accepting applications for Transfer Care Team who will demonstrate excellence in customer service and believe in the spirit of teamwork!

### **Some responsibilities include, but are not limited to:**

- Transport deceased to and from funeral homes as directed
- Accept on-call status as required and is able to be dispatched to funeral home for the first call within 20 minutes of request for services
- Assist in dressing, casketing and any other preparation as directed
- Set up viewing area as directed
- Assist in disassembly of visitation rooms as directed
- Monitor telephone calls when required
- Perform other duties as assigned by Supervisor/Manager

### **Requirements & Qualifications:**

- Must possess high school diploma or equivalent
- Strong verbal communication skills and good written communication skills
- Ability to speak effectively with customers and employees of the company
- Ability to work a flexible schedule as required for completion of assigned responsibilities
- Must have a valid insurable class E drivers license
- Ability to stand for extended periods of time
- Ability to lift 150 pounds occasionally
- Ability to (pinch or pick) maneuver small objects precisely by whatever means
- Ability to exert up to 30 pounds of force occasionally and/or a negligible amount of force frequently or constantly in order to move or carry objects

### **Benefits:**

- Competitive pay and benefits.
- Performance based bonuses.
- Flexible family oriented schedule.

We are located in downtown St. Charles, MO. Visit us online and send your resume to [employment@baue.com](mailto:employment@baue.com). You may also visit one of our locations and complete an application in person.