

Borough Council of
**King's Lynn &
West Norfolk**



Job Title: Crematorium & Cemetery Assistant Manager

Contract Type: Full Time

Salary: £31,582 and £36,000 per annum, plus essential user car allowance.

If you have experience working with the bereaved, ideally in crematoriums and cemeteries at a management level with excellent interpersonal skills, including to be confident, calm, and able to show empathy and compassion; then following retirement from the role, we have a rare opportunity for you to join and lead our team at Mintlyn Crematorium.

You will support the Manager to deliver bereavement services for the Council and to ensure that the facility provides the highest levels of customer service and support for bereaved families in a dignified and respectful manner. You will ideally have management experience and versatility to work across several roles on site, as necessary.

You will be a “hands-on” member of the team, working in any part of the service area to ensure delivery of our service. Qualified to cremate or be willing to attain the qualification, you will hold or being willing to work towards the ICCM Diploma. You will be able to support constructive relationships with all stakeholders and be open to change and organisational transformation. You must have a full driving license and access to a vehicle to travel to sites around the Borough.

This appointment is subject to a satisfactory enhanced criminal record check through the Disclosure and Barring Service.

Apply online at <https://www.jobtrain.co.uk/west-norfolk/Home/Job> or contact us on personnel@west-norfolk.gov.uk

Closing Date: 12 August 2024.