

Funeral Director

Eirene Cremations
Calgary, AB
Remote

Eirene (pronounced eye-reen) is a direct cremation technology platform that allows families to arrange cremation services completely online, at an affordable rate, in less than ten minutes. There are no lengthy phone calls, in-person visits or price negotiations required.

We're hiring a Licensed Funeral Director to manage our day to day operations in Alberta. You'll work from the comfort of your own home and be responsible for supporting and guiding each family through their arrangements and paperwork. You'll provide compassionate and time-sensitive support to our families by phone and email and manage our partners in the province.

The Eirene team is changing the end-of-life experience for the better. Join us in shaping the future of funerals.

As an Eirene Funeral Director, you will:

- Guide families through the online arrangement process
- Prepare and sign off on legal paperwork
- Coordinate transfers, storage and cremation with our industry partners
- Be available to speak to families via email and phone
- Provide advice and guidance to the Eirene team on best practices in your respective province
- Complete other duties as assigned

You're a great fit for this role, if you:

- Are a self starter with excellent communication skills, both written and verbal
- Have the ability to work effectively independently and as part of our team

- Enjoy building strong relationships with people
- Possess a high level of understanding, patience and empathy while navigating difficult conversations
- Are comfortable with change and ambiguity
- Are confident using technology to communicate and interact with other members of the team

Required qualifications

- Possess a Funeral Directors license
- Minimum of 1-5 years of experience as a licensed Funeral Director
- Hold excellent knowledge of procedures and business practices in the funeral industry
- Understand all legal death-related certifications and registrations
- Can provide a clean criminal background check
- Have an appropriate remote work set-up - such as quiet space and stable internet connection
- Have the ability to travel to our partner transfer facilities, crematoriums and to hand-deliver remains to families throughout the province

Why work with Eirene?

We believe in supportive, inclusive work environments and providing growth opportunities to our team. We build together, move fast and trust each other to get the job done.

We offer:

- Competitive hourly pay with flexible work hours, benefits and unique perks
- Remote work - which means you get to be part of a fast-growing tech company from the comfort of your home
- Quarterly bonuses and equity in the business as an incentive for both the success of yourself and the company

If you're interested in shaping the future of funerals and meet the qualifications listed above, please email your cover letter describing why

you think you're a great candidate for Eirene, as well as your resume to careers@eirene.ca

There will be reference and criminal background checks as well as proof of Funeral Director license required. You must live and have legal authorization to work in Alberta to be considered.

Eirene works to cultivate an environment where extraordinary people can bring their most authentic selves to work and feel a sense of belonging. We're on a mission to change end-of-life care — an initiative that can be made true with employees who have unique backgrounds, perspectives and experiences. We are an equal opportunity employer that is committed to diversity and inclusion in the workplace.

Salary: \$20.00-\$30.00 per hour

Additional pay:

- Bonus pay
- Overtime pay

Benefits:

- Casual dress
- Dental care
- Disability insurance
- Extended health care
- Life insurance
- Paid time off
- Stock options
- Vision care
- Work from home

Schedule:

- Monday to Friday
- On call

Licence/Certification:

- Funeral Director's License (required)