

Full-Time Licensed Funeral Director – Class 1 or 2

Maison funéraire Lessard Funeral and Cremation Centre Inc., Timmins, ON

About Us:

Maison funéraire Lessard Funeral and Cremation Centre Inc. is a family-owned funeral home with over 100 years of experience serving Timmins and the surrounding areas with dignity, respect, and trust. We are currently seeking a compassionate, licensed **Funeral Director (Class 1 or 2)** to join our professional and dedicated team.

Key Responsibilities:

- Meet with families to arrange funeral and cremation services (at-need and pre-need)
- Lead visitations, services, and final dispositions with care, compassion, and professionalism
- Perform transfers of loved ones into our care
- Oversee preparation (Class 1) and handling of deceased individuals with the highest standard of respect
- Complete and file all necessary legal documents, including proof of death certificates and death registrations
- Coordinate with clergy, cemeteries, and other service providers
- Ensure compliance with all legal and ethical standards
- Participate in an on-call rotation
- Provide exceptional support and guidance to grieving families
- Assist with other duties as needed to ensure smooth funeral home operations

Requirements:

- Class 1 or 2 Ontario Funeral Director's License
- Criminal Record Check
- Prior experience in funeral service is preferred but not required; training will be provided for qualified candidates
- Valid Ontario driver's license (Class G)
- Ability to perform heavy lifting safely is essential due to the physical nature of the role
- Excellent interpersonal and communication skills
- Strong time management skills and ability to work effectively in a team environment
- Comfortable using basic computer programs and funeral software
- Bilingual (English/French) is an asset

Why Join Us:

- Supportive and professional team-focused environment
- Compensation will be competitive and based on the individual's qualifications and experience, with benefits included.
- RRSP contribution matching program

Apply Now:

Send your resume and cover letter to jacob@lessardstephens.com