



Cemetery Manager

If you're passionate with a keen eye for detail, being the Cemetery Manager at Highgate Cemetery could be one of the most varied and rewarding opportunities imaginable. No two days are the same.

Job title: Cemetery Manager

Reports to: Chief Executive

Location: London N6 6PJ

Key contacts/relationships: grave owners, funeral directors, stonemasons, general public, trustees, members, staff and volunteers

Contract type: Permanent, full time

Hours: 37.5 hours a week normally between 9.30am-5.30pm Monday to Friday

As well as working at one of the most beautiful cemeteries in the country, you would have a great team of committed and collaborative colleagues.

- *Pay band:* £40,000-45,000 depending on experience
- 38 days annual leave (including 8 days bank holiday)
- 8% employer pension contribution
- employee assistance programme.

The Cemetery Manager is responsible for a range of administrative and operational duties relating to the ownership of plots, the conduct of funerals and burials, and the installation, alteration, safety and maintenance of memorials, liaising with bereaved people, funeral directors, stonemasons, suppliers, the gardening team and volunteers.

You would build on our reputation for quality and exceptional care at an exciting time in our development - with a major conservation project on the horizon and a grave renewal programme underway, Highgate Cemetery is becoming a truly sustainable cemetery.

To find out more or to apply, go to <https://uk.indeed.com/job/cemetery-manager-9df5c1dcdd9479f6>

**HIGHGATE
CEMETERY.**