

## MORTICIAN

NATURE OF WORK IN THIS CLASS:

This is moderately complex technical work involved in the preservation, restoration and preparation of human cadavers.

Employees in this class perform routine technical duties independently after initial training and work under closer supervision on a variety of more complex developmental assignments.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Prepares human cadaver for pathologist to perform autopsy; opens body with applicable instruments; removes body organs; assists in dissection of organs and trimming of autopsy tissue; keeps all tissues properly preserved for processing; replaces organs; repairs damages; closes body.

Embalms dead bodies; prepares dead body for viewing, burial and also for shipment to another country; prepares certificate of embalming.

Prepares specimen containers; collects specimen samples for microscopic and laboratory examinations.

Receives dead bodies; releases dead body to next of kin or funeral director for disposition or burial upon submission of required documents.

Prepares and submits requisitions for supplies, equipment and instruments; maintains adequate amount of supplies in stock.

Maintains records and prepares reports.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the methods, techniques, equipment, and procedures use in performing postmortem examination and preparing solutions for perserving specimens.

Ability to work effectively with the public and employees.

Ability to understand and follow oral and written instruction.

Ability to maintain records and prepare reports.

Skill in the use of instrument and equipment in the autopsy room and morgue.

MINIMUM EXPERIENCE AND TRAINING:

(A) Two years of experience in assisting in the postmortem examination of human cadavers and successfully completing two years of college with courses in biological science; or

(B) Any equivalent combination of experience and training which provides the minimum knowledge, ability and skills.

Established: July 1980

  
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DAVID R. FLORES  
Executive Director,  
Civil Service Commission