



Jordan Vradenburg

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PROFESSIONAL SUMMARY

Licensed Embalmer with restorative art background working with funeral homes to provide caring, quality services to grieving families. Organized, detail-oriented and personable.

LICENSES/SKILLS

Licensed Embalmer in CA	Certificate in Corrections PC-832
Licensed Crematory Manager in CA	Skilled in restorative art and body donations
Licensed Funeral Director in CA	

WORK HISTORY

FUNERAL DIRECTOR/EMBALMER *12/2023 to CURRENT*

Clovis Funeral Chapel | Clovis, CA

- Assisted in the preparation of bodies for visitation or burial, adhering to strict standards of care.
- Picked up deceased at private homes, hospitals and county morgues.
- Counseled bereaved individuals, offering emotional support during challenging times.
- Performed embalming procedures and updated case study reports.

FUNERAL DIRECTOR/OWNER *08/2010 to 11/2022*

Rose Mortuary & Crematory | Rancho Mirage, CA

- Assisted in the preparation of bodies for visitation or burial, adhering to strict standards of care.
- Displayed highest level of professionalism and sensitivity when dealing with grieving family members.
- Managed all aspects of funeral arrangements for smooth and efficient service delivery.
- Liaised between hospitals, physicians, county coroner and members of clergy to coordinate final arrangements.

FUNERAL DIRECTOR/OWNER *01/2009 to 11/2022*

Rose Mortuary & Crematory | Desert Hot Springs, CA

- Assisted in the preparation of bodies for visitation or burial, adhering to strict standards of care.
- Established trust among clients by consistently delivering exceptional service while maintaining sensitivity towards their needs.
- Managed all aspects of funeral arrangements for smooth and efficient service delivery.

	OWNER	<i>04/2006 to 06/2018</i>
	Desert Transport Service Desert Hot Springs, CA	
	<ul style="list-style-type: none"> • Oversaw daily operations, ensuring all tasks were completed accurately and efficiently by team members. • Transport deceased individuals from their place of passing to various funeral homes, coroner's offices, cemeteries and airports. • Hired trained, and managed a high-performing team of employees dedicated to achieving company goals. 	
	MANAGER	<i>07/2001 to 03/2006</i>
	Total Communications Plus Taft, CA	
	<ul style="list-style-type: none"> • Accomplished multiple tasks within established timeframes. • Enhanced customer satisfaction by resolving disputes promptly, maintaining open lines of communication, and ensuring high-quality service delivery. • Developed and maintained relationships with customers and suppliers through account development. • Developed a strong company culture focused on employee engagement, collaboration, and continuous learning opportunities. 	
EDUCATION	Associate of Science Funeral Directing/Embalming	<i>04/2018</i>
	American Academy McAllister Insitute, New York, NY	
	Certificate Corrections Academy	<i>06/2003</i>
	Taft College, Taft, CA	
	High School Diploma	<i>06/2001</i>
	Taft Union High School, Taft, CA	