

Job Description: BENCH JEWELER

CRITICAL RESPONSIBILITIES

- To provide skilled assistance with the customer's jewelry needs
- To support the store's vision and the customer service policy by designing, fabricating, repairing, setting, cleaning, and maintaining jewelry
- To support and inform sales, service associates and the customer: to guide them to the best possible options about product and repairs
- To determine the best course of action and expense management to achieve the customer's expectations
- To manage money, time, and materials in a cost effective manner

COMPETENCIES

- Product Knowledge
- Knowledge of findings, metals, gemstones, chemicals: their interactivity and significance in repair
- Positive mental attitude
- Ability to work in teams
- Ability to understand and support the Customer Service Policy
- Time management
- Security awareness
- Ability to work within proper chain of command
- Reliability and integrity

EXPERIENCE IN/WITH:

- Restoration/Repair
- Assembly
- Finishing
- Setting

JOB TYPE:

- Full-time

EXPERIENCE:

- Relevant: 5 years (Preferred)