

Wixon

JEWELERS

Job Description

Wixon Jewelers is seeking an experienced Gemologist to join our team of Gemologists within our Gem Lab. The new hire will be responsible for providing superior client service, completing appraisals, overseeing quality control of diamonds and gemstones, and assisting the sales staff. Candidates must be able to accurately identify and evaluate diamonds and color gemstones to determine value and grade. Our ideal candidate will have 3-5+ years of experience in a similar role and is organized, detail oriented, computer literate and able to multi-task.

Position Responsibilities

- Assist the custom design studio and repair shop with matching diamonds and gemstones for jewelry repairs and custom pieces.
- Examine diamond and colored gemstone jewelry items and complete comprehensive jewelry appraisals for clients and insurance organizations.
- Conduct quality control to ensure incoming inventory meets our strict, exacting standards.
- Evaluate and document clarity and color characteristics within the standard GIA grading system to determine grade and value.
- Track, sort and organize current and incoming inventory.
- Coordinate with sales team to offer support and assist other business areas as needed.

Qualifications

- 3-5+ years of experience in a similar role
- GIA Graduate Gemologist diploma required
- Bachelors Degree preferred
- Candidates will be required to work a flexible schedule based on business needs that may include evenings, Saturdays and holidays.

Benefits

We recognize people as our most valuable asset. Our competitive salary and benefits package includes 401K, excellent medical and dental insurance, employee discount, and paid vacation.

Wixon

JEWELERS

To Apply

Applicants may submit their resume and cover letter, along with their portfolio or selected works to our Director of Marketing at jayme@wixonjewelers.com.

Please, no phone calls. For more information, visit <http://www.wixonjewelers.com/about-us/careers>.

About Wixon Jewelers

Since 1988, family-owned [Wixon Jewelers](#) has been a leader in the fine jewelry and high-end watch marketplace, and has earned an excellent reputation in the industry. Today, due to continued growth and enduring success, Wixon Jewelers is on the cusp of expanding into the largest single jewelry retailer in the USA. If you have the drive and desire to succeed with a premier company, you're the perfect example of whom we want for our team.