



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 Requirements

- 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, organize and quality control all repair work and custom design pieces.
- 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
- Bachelor's Degree preferred, but not required
- Candidates will be required to work a flexible schedule based on business needs that may include evenings, Saturdays and holidays.

About Wixon Jewelers

For over 30 years Wixon Jewelers has been a leader in the luxury jewelry marketplace and has earned an excellent reputation in the industry. Known as the premier jewelry retailer in the Midwest, Wixon Jewelers is the leading destination for fine jewelry and luxury watches in Minnesota.

Wixon Jewelers specializes in large diamonds, rare gemstones and Swiss timepieces. What started as a small office space 30 years ago has grown into the largest independent jewelry store in Minnesota representing top exclusive brands including Rolex, Patek Philippe and many more! Beyond our showroom you will find a fully staffed gemology lab, watch repair shop, jewelry repair workshop, and a custom jewelry design studio.

As a part of the Wixon team, you'll be exposed to numerous opportunities for personal and professional growth through an ongoing staff education program. More than just worksheets and lectures, Wixon's innovative way of learning ensures that our staff remains one the most knowledgeable, professional and highly trained groups in the industry. Come experience for yourself what makes Wixon Jewelers like no other store in the country!

Salary & 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.

To Apply

Applicants may submit their resume and cover letter, to our Director of Marketing at jayme@wixonjewelers.com. Please, no phone calls. For more information, visit <http://www.wixonjewelers.com/about-us/careers>.