# Job details

For over three decades, Jackie’s & Joan’s Jewelry has specialized in curating and designing ﬁne jewelry for a diverse range of clientele across LA. Our selection of jewelry pushes the latest standards in the jewelry industry, using the ﬁnest sustainable metals, gemstones, and diamonds for a stunning ﬁnal result.

We’re on the hunt for an exceptional jewelry sales associate with a working knowledge of fashion to dive headﬁrst into the world of ﬁne jewelry alongside Jackie and Joan themselves. You’ll need to help customers decide on the perfect piece. Sometimes they won’t even know what they want when they start, and it’s up to you to tease it out of them and set them on their journey of discovery. Does the prospect of doing that excite you? Then J&J’s Jewelry could be the job for you!

# About the company

At J&J’s Jewelry, we make jewelry personal. Helping customers ﬁnd the perfect piece, whether it’s for a wedding, gift, or another special event, is a truly rewarding feat and one we don’t take lightly. Our jewelry, whether curated or custom-made for us by local LA designers, uses the most durable materials that are sustainably sourced, all offered at transparent pricing.

The results? With our forward-thinking approach that’s helped shape what modern jewelry looks like in LA, we’ve shown that it’s possible to wear jewelry that doesn’t just look good but does good. Now that’s the J&J’s Jewelry promise.

# Responsibilities

* Handle client inquiries via phone, chat, email, or in-person
* Assist customers throughout the purchase process while building relationships to foster repeat business
* Handle supplier inquiries
* Assist in maintaining and elevating the look and feel of the J&J’s Jewelry brand on location
* Meet (and when possible, exceed) monthly sales targets
* Take care of shelf inventory, unload new products, clean and maintain store as needed
* Assist in handling cash and credit card transactions as needed

# Beneﬁts

* Earn between $47–89K, dependent on experience
* Performance-based bonus of up to $15K a year
* Health and dental insurance
* Opportunities to attend classes, seminars, and conferences within the industry
* 10% discount on any J&J’s Jewelry purchases
* Generous PTO policy starting at 15 days a year
* Luxury travel accommodations and itineraries to meet with clients

# Qualiﬁcations

* Possess strong knowledge of luxury jewelry brands (Graff, Chopard, Pomellato, etc.)
* High school diploma
* Minimum 2–3 years of sales experience (jewelry and/or commission experience is a plus)
* Keen interest in all things fashion
* Outstanding verbal and interpersonal communication skills
* Can-do, proactive attitude to drive sales with the ability to work under pressure
* Fluent English skills (a second language like Spanish or French is a bonus)
* Available for 40 hours a week, including one day on the weekend