

WE'RE HIRING

Grey-Harris & Co Ltd. are seeking a dedicated, ambitious individual to join our team.

This role is ideal for someone who loves the retail jewellery field, particularly antique jewellery — and has experience in sales and customer service.

To be considered for interview, a genuine passion for jewellery, antiques and sales is essential. The candidate must have jewellery related qualifications or long experience within the retail and/or antique jewellery field.

As a small business, we share the day-to-day running of the showroom, so this is a hands-on position requiring versatility, enthusiasm and initiative.

Key Responsibilities

- Delivering sales with exceptional customer service.
- Researching and developing in-depth knowledge of our jewellery.
- Assisting with social media campaigns, events and PR.
- Liaising with workshops and customers regarding repairs, restorations and commissions.
- Supporting the daily running of the showroom, including displays (window and interior), customer communication, administration, and behind-the-scenes operations.

The Ideal Candidate Will Have:

- Retail jewellery experience is essential.
- Sales experience is essential.
- A strong interest in jewellery, antiques and/or the arts.
- Excellent organisational skills.
- The ability to work both independently and as part of a team.
- Initiative and a proactive approach.
- Ideally with suitable qualifications or long experience.

What We Offer

- The opportunity to work with one of the principal antique jewellers in the South West.
- A supportive and motivated team environment.
- Ongoing training and the potential to gain further qualifications within the jewellery and antiques field.

This is a full-time position (Five days per week including Saturdays)

Please pop in for more info or email a cover letter & CV to mail@grey-harris.co.uk