***Rhonda N. Vogler***
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**Career Objective:**

To get a job of a jewelry sales associate at "Royal Jewelers," and provide outstanding services to customers by helping them buy precious commodities ranging from rings, bracelets, watches, etc. they dream about.

**Summary of Skills:**

* Strong knowledge of fine and costume jewelry
* Ability to maintain confidentiality and build customers' trust
* Familiarity with the latest designs and trends in jewelry
* Familiarity with all types of precious stones, gold, platinum, and silver
* Skilled in repairing jeweleries and luxury watches
* Excellent persuasive and customer service skills
* Ready to work in any shift, and on weekends and holidays

**Work Experience:**

Jewelry Sales Associate
Clear Jewelry Care, Chicago, IL
June 2013 - Present

* Displaying merchandise and promoting materials
* Greeting and advising customers on quality and trends of jewelery
* Explaining cuts, carats, color, and clarity in jewelry and gems to customers
* Providing estimate on repairing luxurious watches and custom jeweleries
* Suggesting jewelry designs to customers suitable for certain occasions
* Preparing bills, providing warranty certificate, wrapping merchandise, making invoices, and collecting payment

Jewelry Sales Associate
Celestial Jewelers, Chicago, IL
March 2012 - May 2013

* Performed minor repairs on jeweleries and watches
* Demonstrated how jewelry and gems look on the body
* Displayed and cleaned cases and ensured they appear appealing to customers
* Checked inventory and provided suggestions on stocking certain items to the store manager
* Performed basic housekeeping work and provided tea/coffee to customers
* Swiped credit and debit card for sold items

**Education:**

* High School Diploma
St. Jude School, Chicago, IL
2011

**Reference:**

On request.