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# SPECIALIST, JEWELLERY

Geneva

Phillips is seeking an exceptional Jewellery Specialist to join our Geneva team at an exciting time of growth. This is a rare opportunity to play a key role in sourcing and selling some of the world's most significant jewellery collections, developing an international network of collectors, dealers and private clients.

As a member of our global Jewellery department, you will drive business development across Europe for our worldwide auctions and private sales, while leading a talented team and contributing to the strategic growth of one of the industry's most dynamic auction houses. Working closely with the Deputy Chairman, Worldwide Head of Jewellery, you'll have the opportunity to influence the market, build lasting client relationships and represent Phillips on the global stage.

If you're entrepreneurial, commercially driven and passionate about exceptional jewellery, we'd love to hear from you.

**At Phillips, we believe that diverse perspectives make us stronger. We welcome applications from candidates with a broad range of backgrounds and experiences, even if you don't meet every qualification listed below.**

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## Duties and Responsibilities

As a trusted advisor to clients and an ambassador for Phillips, you will:

- Source exceptional property across Europe for inclusion in our international auctions and private sales, delivering sales that combine outstanding scholarship with commercial success.
- Work with the Deputy Chairman, Worldwide Head of Jewellery to develop and execute a long-term European sourcing strategy, building a strong pipeline of future consignments.
- Lead and mentor a small team, fostering collaboration, excellence and commercial success.
- Prepare valuations, consignment proposals and strategic presentations for major collections, helping position Phillips as the auction house of choice for important jewellery.
- Build and nurture relationships with private collectors, dealers, family offices, advisors and institutions, expanding our international client network.
- Collaborate with Client Development and specialist colleagues to create targeted selling strategies that maximise results across our global sales.
- Represent Phillips at international previews, exhibitions, jewellery fairs, museum events and industry gatherings, strengthening our market presence and cultivating new opportunities.
- Expand and develop private sales, identifying opportunities beyond the auction calendar.
- Produce engaging catalogue content and thought leadership that demonstrates expertise and enhances the Phillips brand.
- Participate in client bidding during live auctions and provide exceptional service throughout the client journey.
- Contribute to special projects and wider departmental initiatives as required.

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## Professional Skills and Experience

We're looking for someone who combines deep market expertise with commercial instinct and a passion for building meaningful client relationships. You'll likely have:

- 5+ years' experience in a specialist role within an international auction house or leading luxury jewellery business.
- GIA, FGA or equivalent professional qualification.

- Outstanding knowledge of the international jewellery market, including gemstones, signed jewels and important collections.
- An established network of private collectors, dealers and industry contacts.
- A proven track record of sourcing property and generating new business.
- Excellent communication, presentation and negotiation skills, with the ability to engage confidently with sophisticated international clients.
- Strong commercial judgement balanced with exceptional connoisseurship.
- Excellent organisational and project management skills, with the ability to manage multiple priorities in a fast-paced environment.
- The highest standards of professionalism, discretion and integrity.
- Fluency in English and French; additional European languages are highly desirable.

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## Education and Training

- 5+ years or experience performing similar duties in an auction house or internationally recognized jewellery company.
- GIA/FGA or similar.
- Fluent English and French.
- Additional European languages preferred.

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## Personal Attributes

- Driven and entrepreneurial with a proven ability to initiate business and track record of success.
- Ability to work professionally and collaboratively with all other areas within the business.
- Obtain a high standard of integrity and the ability to handle confidential information discreetly and responsibly.
- Proactive with excellent project management and organisational skills.
- Ability to operate with grace under pressure, whilst delivering excellent work productivity.

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## Working Conditions

- International and domestic travel is required.
- Flexibility to work occasional evenings and weekends in line with the auction calendar is expected.

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## Additional Info

This role offers the opportunity to:

- Work with some of the world's most exceptional jewellery and significant private collections.
- Build relationships with leading collectors, dealers and industry figures across Europe and internationally.

- Influence the success of global auctions and private sales within one of the world's leading auction houses.
- Represent Phillips at client events, prestigious exhibitions and fairs.
- Join a collaborative, entrepreneurial team where expertise is valued and individual contribution has real impact.
- Develop your career within an internationally recognised brand at the forefront of the luxury market.

This job description is intended to provide an overview of the role and is not exhaustive. Responsibilities may evolve over time in line with business needs.

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