



The Society of St. Vincent de Paul
of Contra Costa County

VOLUNTEER OPPORTUNITY

JEWELRY SORTER-JOB DESCRIPTION

1. Check all donated jewelry and separate costume from higher value jewelry
2. Jewelry that is in very poor condition or missing pieces in the setting will be disposed of by the store manager in the appropriate manner
3. Clean all jewelry and set aside by type
4. Review with the store manager what price points will be put on the jewelry
5. High value jewelry will be given to the store manager for price determination