

Ron Lotan, GJG (GIA)

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SUMMARY OF QUALIFICATIONS

Management

- Founded, developed and managed a business over the course of 7 years, with more than 50% of sales targeted on the U.S. market
- Marketed and promoted company's products in retail and wholesale, international and trade-specific books and magazines
- Supervised and maintained highest quality control in manufacturing, subordinate to international standard organizations' ISO-9001 requirements
- Re-evaluated pricing, increased productivity and profit by 40%

Purchaser / Buyer

- Sourced and purchased gems and jewellery destined for private collections
- Informed and updated in current trends by attending the JCK/AGTA Vegas 2010
- Maintains close contact with gem sources, diamond dealers and jewellery manufacturers worldwide
- Knowledgeable in trade show etiquettes and venues in Canada, U.S., Israel and South Africa

Senior Gemologist-Appraiser / Head of Education / Gem Sorter

- 10 years combined experience and education in the gem & jewellery fields
- Developed and instructed gem & jewellery courses at colleges and academies, over a 5 year period
- Entrusted with millions of dollars worth of diamonds, gems and gold
- Assessed the quality and quantity of a highly important African Ruby rough in Geneva, Switzerland
- Assorted full inventory of gems into clarity groups, shapes, calibrated size and colour

Sales / Customer Service / Administration

- Provided exceptional customer care, efficiently addressed and resolved clients concerns
- Passionately engaged clients in company's products and services, increased sales by 20%
- Professionally dealt with suppliers, received and fulfilled orders on a daily basis
- Aware of cultural differences – lived and worked around the world
- Routinely and accurately conducted office procedures, word processing, filing, accounting
- Proficient in: Windows Vista & XP, MS-Office, Adobe Photoshop CS, Adobe Dreamweaver CS

Design

- Designed and fabricated one-of-a-kind objects d'art, buckles and bolo-ties, set with gems
- Arranged and designed sets, matched pairs and collections of gems in presentation display boxes, with accompanying jewellery-design sketches for a suggested production line
- Enhanced branding, designed and constructed customized upscale displays for trade shows
- Detail oriented and meticulous

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EXPERIENCE

Partner / Manager	Lotanite Creations in Clay and Metal Nanaimo, BC	2003 – 2010
Instructor Assistant / Casting	Bezalel Academy of Arts and Design Jerusalem, ISRAEL	2002 – 2003
Senior Gemologist / Appraiser Head of Education / Instructor	European Gemological Center & College Ltd Ramat Gan, ISRAEL	1998 – 2000
Staff Gemologist / Appraiser Gemstone Sorter / Stock Controller Foreman / Catalogue Production	Angelo's Manufacturing Jewellers cc Johannesburg, SOUTH AFRICA	1997 – 1998
Gem Sorter / Project Designer Tradeshaw Sales Rep	Menavi International Ltd Ramat Gan, ISRAEL	1997
Quality Controller / Manufacturing Supervisor Assistant / Stock Dept	Caprice Jewellery (1985) Ltd Haifa, ISRAEL	1993 – 1995

EDUCATION

Online Student	Vancouver Island University (VIU) Nanaimo, BC	2010
QuickBooks for Small Business		
On Campus Student	Bezalel Academy of Arts and Design Jerusalem, ISRAEL	2000 – 2003
Jewellery, Objects & Accessories Design Program in Residence		
On Campus Student	Gemological Institute of America (GIA) Santa Monica, CA	1995 – 1996
Graduate Jeweller Gemologist Diploma in Residence		

VOLUNTEERING

Secretary / Board of Directors Webmaster	Nanaimo Pottery Co-operative Nanaimo, BC	2010
Jewellery Adjudicator for the 2010 Filberg Festival	Craft Council of British Columbia (CCBC) Comox, BC	2010

AFFILIATION

Alumni Association Member	Gemological Institute of America (GIA)	1995 – 2010
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