

# LEONARD JOEL

Est 1919

**Position Description:** Casual Staff

**Reporting to:** Front of House Administrator, Sydney

**Location:** Sydney

**Purpose:**

Leonard Joel is seeking positive, motivated and physically fit individuals to assist with the preparation of our forthcoming auctions and viewings on a casual basis.

**Key Responsibilities (include but are not limited to):**

- Ability to work efficiently within the Art Classic Furniture and Objects and Jewellery teams and collaboratively with other Leonard Joel specialists and staff to assist in the preparation of Leonard Joel's regular series of specialist auctions throughout the year
- Good level of physical fitness and ability to learn safe handling practices for moving, assembling and merchandising furniture and fine art as part of the specialist auction cycle – an interest in the display and presentation of fine art and furniture would be an advantage
- Flexible availability, including occasional evenings and weekends

Leonard Joel are delighted to offer this opportunity to work in this dynamic, fast paced environment, which will offer the right candidate a strong grounding in the auction industry, as well the opportunity to be part of a friendly and enthusiastic team.

All applications should include a CV and covering letter addressed to Kim Clarke, Front of House Manager and sent to: [kim.clarke@leonardjoel.com.au](mailto:kim.clarke@leonardjoel.com.au)