



Job Title: **Pawn Broker/ Sales Associate X 2 persons**
Reporting to: **Portfolio Manager**
Location: **Monrovia, Liberia**

Ideal Group LLC runs a pawnshop serving various financial needs of people who need fast funds to settle their problems. We offer the loan services by collecting a personal material as collateral for a period of time agreed upon by us and the client.

Ideal Group LLC is capitalized by group of Liberian investors. The Group manages Fidelity Micro Loan, a licensed pawnbroker that have been in the industry for over six years. Our aim at Ideal Group LLC is to offer comprehensive loan services in Liberia and we are focusing on providing personal and specialized services to meet the needs of our prospective customers.

Job Description:

As a pawnbroker, you will provide short-term loans to customers in exchange for items such as jewelry, electronics, vehicles, etc. In this role, the associate estimates an items value based on retail prices or market values, offering customers cash while holding the items as collateral.

As a sales Associate, you will provide superior customer service by assisting customers in the selection, demonstration and purchase of all products including jewelry, household items, vehicles, electronics, and much more. In addition:

- Help promote a positive company culture and work environment
- Provide outstanding customer service with a smile, honesty, and integrity
- Pawn and buy items from customers as well as selling items
- Research items to find the market value
- Fully explain all loan terms to customers and ensure they are understood
- Ensure information about items we take is accurately recorded in our software
- Fully test all items to ensure functionality and resale ability
- Monitor front waiting/sales area to ensure safety of both customers and merchandise
- Able to test tools & outdoor equipment
- Other duties as assigned

Ideal Group LLC, SKD Boulevard, Opposite TOTAL Gas Station, Monrovia – Liberia
www.idealgroupplib.com , info@idealgroupplib.com

Qualifications:

- Previous experience as Loan Officer
- Experience in recovery and collection
- 18 years or older
- Able to work all Saturdays
- Strong desire to work, serve customers and work with people, team oriented
- Ability to multi-task in a fast-paced environment
- Detail oriented with strong organizational skills
- Solid written and verbal communication skills
- Analytical skills
- Ability to work independently with minimal supervision
- Excellent work ethic and strong business sense
- Computer literate and able to use common office machines
- High energy, positive attitude, team oriented
- Ability to operate store equipment including, but not limited to telephones, and computers
- Be able to demonstrate basic product knowledge for a variety of items
- Proper use, care and maintenance of company equipment and inventory
- Attention to detail and accuracy, ability to multi-task in a fast-paced environment

Salary: \$175 USD monthly plus commission on sales.

How to Apply

Kindly send your CV and copy letter to jobs@idealgroupplib.com . Shortlisting will be done on daily basis and offer may be extended to potential candidate before deadline.

Deadline: December 31, 2020