

Role Description - Shop Mechanic - 3 days a week

Overview

The Bristol Bike Project is a member-led co-operative repairing and rehoming bicycles within our community. We aim to help people from all walks of life get out on two wheels and for it to be an inclusive and empowering experience.

The Bristol Bike Project runs a successful Trading Arm, in order to subsidise its extensive range of community programmes as well as to cover general overheads. Key activities include undertaking the servicing and repair of bicycles for the general public, and refurbishing donated bicycles to sell.

We are looking for a new part time bike mechanic to join our team!

Responsibilities

- Dealing with customer queries directly and via email/phone.
- Booking in and undertaking repair work.
- Refurbishing donated bikes for sale.
- Handling customer transactions.
- Ordering and replenishing stock as necessary.
- Compiling a monthly stock check.
- Ensuring the shop area is kept clean.
- Running and compiling end of day till/card machine reports and banking cash as required.

Skills and Experience Required

- A high standard of mechanical skill, with an extensive understanding of all aspects of bicycle maintenance including a good working knowledge of componentry compatibilities. Solid, commercial experience (at least 1-2 years) of working as a bike mechanic is essential. Qualifications such as Cytec Level 2 are nice to have, but more important is aptitude and a commitment to producing excellent quality work.
- A willingness and ability to work to an agreed standard, in order to ensure second hand sale bikes are consistently reliable and the shop's reputation for quality work is maintained.
- The ability to work collaboratively as part of a small team, and as part of our wider cooperative structure.
- Excellent communication skills, as the role will require dealing with members of the public as well as the wide range of people involved with all aspects of the Project.
- Good time management skills and an ability to work under own initiative and with minimal supervision.
- The ability to use tools correctly and safely, including power tools and safety equipment where appropriate.
- A general knowledge of the Project's history, aims and activities, and the ability to represent the Project.

Pay and Conditions

This is a PAYE role for 3 days a week (22.5 hours/week) with opportunity to pick up extra cover shifts.
This role includes working some Saturdays.
The salary is £19500 p.a. including holiday and sick pay.

To apply

Please send your CV and covering letter to Jo: hello@thebristolbikeproject.org
Deadline: 29th October 2019
Any questions get in touch.