



Bike Kitchen Senior Mechanic - Job Description

The Bike Kitchen is a non-profit, full service, community bike shop located on the University of British Columbia's Vancouver (Point Grey) campus. We are a social enterprise established to support the AMS Bike Co-op (bikecoop.ca), and we function largely as a service-driven and educational shop. A team of three to seven mechanics averages 15 work tickets a day, mostly small jobs, and also assists customers and co-op members in repairing their own bikes. Our clientele is predominantly UBC students, staff and faculty and we mostly service commuter bikes. Together with the AMS Bike Co-op, our mission is to support and expand the cycling mode share in the UBC area. We fill many different roles in the campus community and act as the hub of cycling activity in the area, with around 50 customers per day. During the day we offer repair services as well as repair instruction, and in the evenings we offer a range of educational and access programming. We specialize in refurbishing and selling used bicycles, and offer new and used parts/accessories for sale. More information about our organization can be found at <http://bikecoop.ca/about> and <http://thebikekitchen.com/>

The Bike Kitchen is seeking to hire a Senior Mechanic. The position is 32-40 hours per week, and the days of work will be steady (Mon-Fri or Tue-Sat, for example). Working hours will be between 10am and 9pm. The applicant will report to the Bike Kitchen's Manager.

The successful applicant will be expected to:

- Set and maintain standards of mechanical repairs
- Assess and repair bicycles
- Complete work orders, check the work of other mechanics
- Help develop training procedures for junior staff and provide guidance
- Provide mechanical guidance and mentorship to volunteers and customers
- Utilize Lightspeed, our POS system, to perform retail activities
- Front desk customer service: greeting people as they come into the space, answering the phone, resolving complaints or issues
- Perform basic shop tasks, such as daily maintenance cleaning and organizing
- Maintain the Bike Kitchen as a safe, professional, fun, anti-oppressive, and inclusive working environment for all staff, volunteers, and customers.

The ideal candidate will:

- Demonstrate advanced bicycle mechanic skills
- Have 2+ years of full-time experience in the bicycle industry
- Be familiar with the ethos of community bike shops
- Be familiar with the Bike Kitchen's anti-oppressive policies and safer spaces policy
- Have effective communication skills, and the capacity to receive both instruction and feedback
- Be legally eligible to work in Canada

Position Start Date: August, 2018

Hourly Commitment: 40 hours a week

Reporting to: Alex Alvarez

Wage: \$17.00 - \$19.00 per hour, depending on experience

Vacation: Standard vacation pay is paid out with each paycheque, rather than accrued.

Benefits: N/A

To apply please send a resume and cover letter to: admin@thebikekitchen.com