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**TITLE:** Bike Mechanic  
**STATUS:** Half-time to Full-time – Seasonal Variation  
**REPORTS TO:** BiCi Co. Shop and Service Manager

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**DATE:** Open Until Filled

## Description

BiCi Co. is a community-oriented bike shop, working with folks living in Hartford and the region. We are a part of the Center for Latino Progress non-profit organization, and we look to provide sustainable transportation for everyone. Our Bike Mechanics work towards that goal by fixing bikes and providing information and guidance to folks who rely on bikes to get around. This is a fun and challenging position that allows you to share your love of bikes with customers and co-workers in a fast-paced shop environment. We are seeking a team member that takes initiative, diagnoses and solves issues, and treats customers with empathy while sharing knowledge about bikes.

This position would be great for you if you love bikes, love people, and care about social justice. This is an opportunity to work at a bike shop that is not creating profit for an owner but giving back to the community.

The Shop Mechanic's primary role is to fix bikes and provide customer service when necessary. In a typical day, there will be customer repairs to do, used bike projects to refurbish, and new bikes to build out of the box. Evening programs will include helping folks in our Do-It-Yourself (DIY) hours learn how to fix and maintain their own bikes and assisting with teaching youth bike mechanic skills in Earn-a-Bike classes. This is a half-time to full-time position and requires evening and Saturday availability.

## Pay and Benefits

- \$14/hr to \$20/hr depending on experience and skill level.
- Full time employees will receive health care and paid time off (PTO) benefits from CLP

## Responsibilities

- Work on customer repairs, new bike builds, and used bike projects with accuracy and care.
- Complete repairs in a timely manner.
- Assist customers enthusiastically and courteously.
- Communicate with shop manager any bike parts needed.
- Maintain a clean, organized, and safe workplace.
- Assist with bike sales and other retail duties as needed.
- Share bike repair knowledge with community members during our DIY hours and with youth in our programs.

## Requirements

- Previous bike mechanic experience and bike knowledge is a necessity, on the job or via mechanic training/certification courses
- Detail oriented and focused
- Must be able to work independently and in a team environment
- Able to understand and follow written and verbal instructions
- Good time management skills
- Customer service abilities
- Ability to treat everyone with respect and empathy, even if you disagree with them.
- Resourceful and adaptable – able to shift directions quickly and adjust to a changing environment and expectations.
- Able to remain calm and work effectively under pressure.
- Excellent communication skills on the phone and in person.
- Must be mobile, able to access offices and lift or move up to 40 lbs.
- Spanish speaking is a plus, but not required.

**Women, trans folks, and non-binary folks are strongly encouraged to apply!**

**A paid test shift will be required before making a hiring decision.**

**More info about BiCi Co. – [www.bicico.org](http://www.bicico.org) & [www.facebook.com/BiCiCoHartford](https://www.facebook.com/BiCiCoHartford)**

**More info about the Center for Latino Progress – <https://ctprf.org/>**