



## **WANTED! Freelance Bike Mechanics**

Life Cycle UK's mission is to help more people take up cycling. The bicycle is an affordable, practical means of transport that benefits the environment, promotes health, and creates safer, friendly communities. We specialise in "hands on" projects that help more people to start, re-start or continue cycling.

How you could help with these projects...

### **Dr Bike Surgeries**

Life Cycle runs Doctor Bike "surgeries" at workplaces and community events: people turn up to get their bikes checked over: simple faults are fixed on the spot, more serious work is diagnosed and customers are signposted to their nearest bike shop.

We are looking for freelance mechanics available for occasional work. This could be mid-week or at weekends. Dr Bike surgeries usually last 4-hours, but this may vary. Work is offered to all in our freelance pool via our online platform, as and when available. You can choose work which suits you, however, once you have accepted a job, you must commit to this job.

### **Workshop Mechanic Days**

Our professional, city centre bike workshop is a busy place. It has recently been transformed and split into two sections – bike sales and repairs, servicing and refurbishment on one side and a busy teaching space on the other. We are home to a busy programme of City & Guilds Bike Maintenance courses alongside other learning opportunities such as cycle instructor training and 1:1 maintenance tuition.

This means that sometimes we need an extra pair of hands in the workshop and to support our customers. This could be anything from refurbishing a donated bike, to fixing a puncture on the spot, to helping someone find the perfect new bike for them from our stock of 'as new' quality refurbished bikes.

### **Main tasks – Dr Bike**

- Setting up a Doctor Bike stall with work-stand and appropriate tools and parts.
- Performing basic maintenance and health checks on bikes at workplaces, community venues, schools and public events.
- Fixing minor faults and making adjustments
- Explaining, briefly, to the bike owner what you are doing and why.
- Recording brief details of action taken on each bike and returning details to the office.

### **Main tasks – Workshop Mechanic**

- Diagnosing and fixing faults and making adjustments
- Speaking with customers about their bikes, our services and how we can help
- Processing sales, servicing bookings, cash and card transactions

## Skills, qualifications and experience

Characteristic	Essential	Desirable
Experience of working in bike industry		x
Excellent mechanical skills	x	
Knowledgeable about a wide range of bikes	x	
Cytech or similar qualification		x
Experience in a customer facing role		x
Ability to stay calm under pressure and work quickly	x	
Good knowledge of health and safety systems and managing a safe environment.	x	
Enthusiasm for the project and mission	x	
Self-motivation and confident working independently	x	
Punctuality, reliability and professionalism	x	
Pro-active and flexible in approach to role	x	
Good listening and communication skills	x	
Computer literate	x	

### Other details

All tools are provided for work within the workshop. You can bring your own tools for Dr Bike surgeries but we do have a mobile mechanic kit available for use.

You will be provided with blue Life Cycle UK polo shirts and high vis vest.

We have undertaken thorough risk assessments of all our activities within the current pandemic situation. We provide training and PPE to ensure safe working within current guidelines.

### Pay

Rates of pay vary depending on specific job but is a minimum of £14 p/hr.

## Further information for Applicants

**Life Cycle is looking to diversify its team to reflect the many communities we serve. We welcome applications from people of all backgrounds who meet our person specification.**

### Location

The vast majority of our freelance work is within Derby and the immediate surrounding areas. There will be occasional need to travel further afield but, as with all our freelance work, that will be your choice.

### Security Checks

Due to the nature of our work with the public, with vulnerable people and in school and workplace environments, we require an up to date DBS check for all staff members.

### **Training Opportunities**

As a freelancer you will be entitled to substantial discounts on our City & Guilds courses and are encouraged to take part in other CPD activities. We work as a team and the opportunity to learn from each of our mechanics, who all have their own areas of expertise and passion, is huge.

### **Payment**

You will be required to invoice us for all your freelance work.

Before you can work for Life Cycle UK, you will need to pass a practical bike mechanic assessment. Contact Alison Kelsall on [alison@lifecycleuk.org.uk](mailto:alison@lifecycleuk.org.uk) to arrange your assessment.

How to apply:

If you're interested in joining our team, helping more people to start, re-start or continue cycling in and around Derby, then send your CV or an introductory email to [alison@lifecycleuk.org.uk](mailto:alison@lifecycleuk.org.uk)