



# Edmonton Bicycle Commuters Society

<http://edmontonbikes.ca>

## Mailing Address

PO Box 1819, Station Main  
Edmonton AB T5J 2P2  
info@edmontonbikes.ca

## BikeWorks South

8001 102 St  
Edmonton AB T6E 4A2  
780-433-2453 (BIKE)

## BikeWorks North

9305 111 Ave  
Edmonton AB T5G 0A2  
780-433-2453

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## Job Posting Bicycle Assembler

<b>Reports to:</b>	BikeWorks Manager
<b>Status:</b>	Part-time, 20-25 hours per week (negotiable; option to have more hours in spring and fewer in the summer). Work hours are flexible, but may require some evenings and weekends.
<b>Location:</b>	Offices at 9305 111 Ave and 8001 102 St, potentially including events within the city of Edmonton
<b>Wage:</b>	\$14/hr
<b>Start date:</b>	February 2017
<b>End date:</b>	June 30, 2017, with possibility of extension

### ABOUT THE EDMONTON BICYCLE COMMUTERS SOCIETY

Learn how to fix your bike and ride in traffic. Buy a refurbished bike, or donate a disused one. Meet other cyclists, and help us advocate for a bike-friendly city.

Whether you ride a few times a week, 265 bike-friendly days a year, or year-round, the Edmonton Bicycle Commuters Society (EBC) gives you the tools you need to enjoy cycling. Established as a non-profit society in 1980, EBC operates two volunteer-run community bike workshops, provides training for children, youth and adults, hosts events during Bike Month and all year-round, and represents Edmonton cyclists at City Hall.

We work with children, youth and adults to make cycling accessible for everyone, because we believe that making Edmonton better for bicycling improves our city's quality of life.

### OBJECTIVE

The Bicycle Assembler will help EBC provide bicycles to the public while sustaining EBC's revenue stream by creating a steady supply of refurbished bikes for sale, maintaining and repairing EBC's rental bike fleet, and sharing knowledge and experience with EBC's volunteer mechanics.

### QUALIFICATIONS:

The ideal candidate will have:

- At least 1 year experience in recognized bike shop, or equivalent
- Familiarity with both older and modern bicycle componentry
- Experience teaching mechanical skills
- Strong communication skills
- Positive attitude
- Fair judgment on balancing perfecting bicycles and time-effort input
- Demonstrated initiative, time management skills and ability to work with minimal supervision

**RESPONSIBILITIES:**

- Assemble, rebuild and repair bicycles donated by members
- Meet productivity guidelines
- Maintain accurate and up-to-date records
- Provide training and guidance to volunteer mechanics
- Other duties as assigned

**APPLICATION**

To apply, please submit a brief cover letter and a resume to [jobs@edmontonbikes.ca](mailto:jobs@edmontonbikes.ca). Please include the job title in your subject line. Applications will be accepted until February 17. We appreciate the interest of all candidates, however, only those selected for an interview will be contacted.