



Pittsburgh Bike Share seeks an inclusive, responsible, mission-driven **Full-time Lead Mechanic** to support Healthy Ride's fleet of bicycles and shop staff. Pittsburgh Bike Share is the nonprofit that operates Healthy Ride, Pittsburgh's station-based bike share program. Our mission is to expand access to public transit through easy-to-use, affordable active transportation opportunities.

A Lead Mechanic fulfills this mission by ensuring quality bike service, availability, and safety. They are passionate, efficient, and detail oriented. A Lead Mechanic must be



organized and able to lead by example. They have strong mechanical competencies and can multitask.

Healthy Ride embraces diversity and equal opportunity. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. Equal Opportunity Employer M/F/V/D

## Responsibilities

- Maintain a safe, clean, and functional bike fleet
- Work with the Director of Operations to establish team goals for staff and consistent repair protocols for bikes
- Ability to diagnose/repair all components of the Bike Share bikes
- Prioritize repairs and develop repair strategies to minimize bikes in the shop
- Manage an accurate electronic inventory system
- Source and order parts in a timely manner in coordination with the DoO
- Establish and maintain relationships with external suppliers for bicycle parts
- Adhere to all Pittsburgh Bike Share protocols and procedures
- Manage Healthy Ride office facility including cleaning, maintenance, and organization
- Keep accurate and detailed service records
- Maintain a clean and positive work environment
- Other tasks and duties as assigned

## Qualifications

- Ability to positively lead and motivate staff by example
- Proven organizational skills
- General understanding of computers, smartphones, and technology



- Adaptability - Adapts to changes in the work environment, manages competing demands and is able to deal with frequent change, delays or unexpected events.
- Great communication and organizational skills
- Commitment to organizational efforts to foster respect, dignity, fairness, caring, equality, and self-esteem for all individuals
- Ability to understand and learn technical aspects of the software and the hardware capabilities and needs of a bike share system.
- Ability to follow instructions, respond to management's direction and solicit feedback to improve performance.
- Must be a team player with a positive attitude.
- A love of bicycles and people!

## Physical Requirements

- Frequently bend, stoop, and twist throughout the day
- Requires the ability to regularly lift objects up to 50+ lbs
- Requires the ability to work while standing for prolonged periods of time.
- Ability to maintain regular, punctual attendance in accordance with company and department policy.

## Compensation and Benefits

- Starting at \$17.00/hr
- 85% covered medical, vision and dental insurance options for yourself and dependents
- Free life insurance
- 401k with up to 3% employer match
- 15 days PTO + 10 company holidays per year
- Free, unlimited bike share membership
- Dog-friendly office
- Weekly staff building event
- Quarterly staff outing
- Wholesale bicycle parts
- Professional development opportunities
- Flexible scheduling
- Paid Breaks

To apply, please fill out an application at [healthyridepgh.com/join-our-team/](https://healthyridepgh.com/join-our-team/).