

The University of Tennessee RecSports Department

Outdoors Pursuits- Position Announcement

Bike Mechanic

UTOP is seeking enthusiastic, responsible, and self-motivated students to join our staff who are looking for valuable experience in the field of Recreation and Sports Management or looking to gain valuable work experience. Through working with UTOP, students will gain experience in Business Administration, Customer Service, Financial Processes, Cash Management, Equipment Management, and more.

Interested individuals should access and complete the [RecSports Online Student Assistant Employment Application](#) and upload their resume.

Bicycle mechanics repair fleet bikes and teach participants how to repair and maintain their own bikes.

Duties include but are not limited to:

- Greeting participants, answering questions and directing them to the right resource with friendly and positive service.
- Aid patrons in repairing their own bicycles
- Maintain all UTOP bicycles to appropriate safety and professional levels
- Maintain the cleanliness and organization of the bike shop
- Assist Bike Shop Supervisor in maintaining all bicycle part inventories and cleaning supplies
- Fit participants to the right size and style bike and safety gear
- Enforce systems to ensure quality customer care and equipment repair.
- Identifying what needs to be done and doing it.
- Maintain equipment use records.
- Enforce the rules and regulations of the department.
- Other duties as assigned.

Minimum Qualifications:

- Basic familiarity with fixing and repairing bicycles
- Want to help others get into outdoor adventure
- Be able to clearly communicate and enforce policies, procedures, and program-specific goals
- Work with minimal supervision – be autonomous, task-oriented, and self-starting.
- Provide excellent customer service
- Ability and initiative to think critically and solve problems
- Attention to detail and highly organized
- Be comfortable upholding policies and guidelines

Preferred Qualifications:

- Worked in a bicycle shop or repair shop previously
- Prior experience in teaching biking or bike maintenance & repair
- Complete SOLE program or similar outdoor leadership class

Climbing Wall Hours:

- Mon-Thur 3-9 PM
- Fri 3-8 PM
- Sun 4-8 PM

Outdoor Center Hours:

- Mon & Fri 1-7 PM
- Tues-Thurs 1-6 PM

Average 8-10 hours of work per week, with opportunity for up to 20 hours.

Pay Rate: \$9.00/hour