



Operated by Bike Share Pittsburgh 
POGOH.com

About Bike Share Pittsburgh

Bike Share Pittsburgh is a nonprofit organization that operates Pittsburgh's station-based electric bike share program, POGO H. POGO H pedal and e-assist bikes are available 24/7 at stations across Pittsburgh. Our organization is made up of multiple departments dedicated to providing the best mobility option for Pittsburgh. Bike Share Pittsburgh is driven by our mission to provide a joyful, sustainable, and affordable mobility service for all residents and visitors.



Bike Share Pittsburgh Experience

Bike Share Pittsburgh has a shared open office space located near the Doughboy statue on Penn Avenue in the Strip District. We have a mix of folks working remotely, in-person, or hybrid schedules depending on job requirements. Our staff is small, so each role at Bike Share Pittsburgh requires focus, hard work, and (most importantly!) teamwork to provide our customers with a joyful experience riding bikes. We all take pride in POGO H. In our downtime, we ride bikes and spend time supporting others in our community.

Bike Mechanic

Bike Share Pittsburgh seeks an experienced Bike mechanic to help repair our fleet of POGO H pedal and e-assist bikes! Bike mechanics work to ensure POGO H bicycles are safe, clean, and functional for our customers. This includes basic safety checks, complete bike overhauls, wheel building, electrical repairs, and more.

Folks who enjoy this role are commonly detail-oriented and intrigued by problem solving mechanical systems independently and as a part of the team.

A Bike mechanic at POGO H must have a positive attitude, mechanical aptitude, and work well on a team. They are able to adapt to changes in the work environment, manage competing demands and are able to deal with frequent change, delays or unexpected events. On-the-job training in bike share specific components and systems will be provided.

Bike Share Pittsburgh embraces diversity and equal opportunity. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills.



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Equal Opportunity Employer M/F/V/D

Women and minorities are encouraged to apply!

Responsibilities

- Perform bike safety checks
- Diagnose mechanical issues, specifically
- Identify safety concerns on a bike, such as errors within the braking or shifting systems
- Determine if components do not work, are loose, have been tampered with, or broken
- Replace tubes, tires, and spokes. True wheels.
- Complete brake and shifting adjustments
- Understand how to properly use tools and lubricants
- Repair bikes in accordance with Pittsburgh Bike Share specifications
- Perform preventative maintenance and cleaning
- Communicate effectively with other teams
- Maintain accurate and detailed service records
- Adhere to all Pittsburgh Bike Share protocols and procedures
- Maintain a safe, clean and positive work environment
- Assemble or disassemble bike equipment as needed
- Foster a positive, welcoming, and inclusive work environment
- Participate in public facing events, promotions, public pop-up bike checks
- Other tasks as assigned

Qualifications

- A basic understanding of bicycle mechanics
- Ability to understand and learn technical aspects of the software and the hardware capabilities and needs of a bike share system
- A positive attitude
- Ability to work efficiently both independently and as part of a team
- Strong analytical and problem solving skills
- Organized and self-motivated
- Ability to lift up to 80lbs repeatedly
- General understanding of computers, smartphones, and technology
- Commitment to organizational efforts to foster respect, dignity, fairness, caring, equality, and self-esteem for all individuals
- Ability to follow instructions, respond to management's direction and solicit feedback to improve performance.
- A love of bicycles and people!



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Physical Requirements

- Frequently bend, stoop, and twist throughout the day
- Requires the ability to regularly lift objects up to 80+ 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 \$18.00/hr
- 401k with up to 3% employer match after 1000 hours of employment
- Accrue 10 hours of Paid Time Off per month (3 weeks of paid time off per year) for full time staff. Accrue 5 hours of Paid Time Off per month (1.5 weeks of paid time off per year) for part time staff.
- Employees will start each calendar year with 8 floating holidays (64 hours for full time staff, 32 hours for part time staff) to use whenever they would like. If you start mid year, we will prorate the holidays to coincide with remaining holidays based on your start date
- We observe 5 holidays per year when we close operations. Full time staff are paid 8 hours for each of these holidays. Part time staff are paid 4 hours for each of these holidays.
- 6 weeks of paid parental leave for full time staff. 3 weeks of paid parental leave for part time staff.
- Health, Dental, and Vision insurance is available for full time staff. 85% of premium costs for yourself and dependents is covered by the organization.
- Free, unlimited bike share membership
- Dog-friendly office
- Frequent staff building events
- Quarterly staff outing
- Wholesale bicycle parts purchasing available
- Paid professional development opportunities
- Paid Breaks
- Discounted Ascend Gym Membership for up to 2 people
- Free life insurance, coverage of \$80,000, available for full time staff
- Opportunity to earn Paid Time Off for riding bikes
- Bi-Annual performance reviews

To apply, please email your cover letter and resume to jobs@pghbikeshare.org

Our organization is happy to provide accommodations for persons with disabilities or other needs. Please let us know if you would like any accommodations during the hiring process.