Flashfleet Bike Share Assistant

Description:

The Flashfleet Bike Share Assistant will assist in the day-to-day operation of the Flashfleet bike share program, a third generation sixty bike program. This program operates 7 days a week from the months of March to November. This position requires a person comfortable riding bikes, maintaining bikes, and in promoting bike culture on the Kent State University Campus.

Responsibilities:

- Pedal bike with bike trailer, or drive off road vehicle to redistribute bikes around the system
- Perform routine inspections on rental sites and bikes including tire pressure, shifting, brake pads, and any damages
- Perform minor maintenance on bikes including filling tires, changing tires, shifting adjustment, and lubrication
- Perform inventory verifications on a routine basis
- Communicate with program users in making adjustments and solving problems for situational circumstances.
- Schedule, organize and facilitate any special requests for use of program bikes.
- Lead custom programs such as group rides, special events, or educational clinics
- Other duties as assigned.

Requirements:

- Kent State University student
- Ability to lift 25 pounds.
- Comfort riding bicycles and pulling a maintenance trailer
- Prior bike maintenance experience preferred
- First Aid/CPR/AED certification preferred (provided internally).
- Ability to operate motorized cart for bike transport.