



Job title

Car and eBike Fleet Support Worker (part-time)

About the job

Location: Exeter-based

Reports to: Fleet Manager (Fiona Harding)

Hours: 20 hours per week, 5 days a week, core shifts 7am to 9am and 5pm to 7pm, plus overtime

Pay: £9,360 per annum, overtime at £9 per hour

Contract: Permanent after probation period

Employee Benefits: optional workplace pension, statutory holiday and sick pay, free membership of Co-cars and Co-bikes (excluding usage fees)

About Co-cars

Co-cars is revolutionising the way people travel in Exeter and the South West. Our network of shared electric/hybrid cars can be hired by the hour and we are proud to have pioneered the UK's first on-street electric bike hire scheme.

We operate in a dynamic and constantly changing environment where the concept of Mobility as a Service (Maas) is fast gaining currency, supported by the growth of the sharing economy and technological innovation.

We are now entering a period of significant growth and have ambitious expansion plans as we strive to deliver shared mobility for all. Our mission is to make our towns and cities more liveable and people's lives better by reducing emissions and cutting congestion.

We are proud to be a social enterprise with an ethical approach to business that is shared by everyone in our friendly and welcoming team.

The Role

The Car and Bike Fleet Support Worker is responsible for ensuring that our fleet is roadworthy and clean for the safety and enjoyment of our customers. We are particularly interested in hearing from people with an interest in cycling and sustainable transport.

Duties and responsibilities include:

For electric bikes:

- Respond to alerts via our service app (e.g. moving bikes between stations)
- Routine inspection and repair of bikes and stations
- Assist in tracking missing or stolen bikes.

For cars:

- Routine inspections, cleaning and maintenance

For both:

- Regular communication with the Fleet Manager and team, including logging of activity
- Attend promotional events and staff meetings as required
- Adhere to company policies, including confidentiality around commercially sensitive material

Person Specification

The right person for this role will be:

(Required)

- Versatile and adaptable; a quick learner who can multitask and work under pressure
- Organised, like working with people and have good communication skills
- Good with practical tasks with great attention to detail
- Physically fit and healthy, have a clean driving licence and be a confident driver

(Desirable)

- Qualified in a relevant trade or have demonstrable experience in maintaining bicycles and/or cars

Application process

Interested candidates should complete our online [Job Application Form](#) and send their CV to Benji Goehl benji@co-cars.co.uk using the subject line "Job Application Your Name".

The closing date for applications is Monday 4th March 2019. Successful applicants will be invited to attend an interview during the following week. Job offers will be conditional on receiving two satisfactory references after the interview.

If you have any questions about the role, please email benji@co-cars.co.uk