



Job Description

Version 1.0 issued 16 May 2019

Job title

Delivery rider (part-time)

About the job

Location: Exeter-based

Reports to: Director of Operations (Jenny Ryding)

Hours: Guaranteed hours 1.5 hours per delivery round, anticipated core delivery days Fri and Sat 8:30am to 10:30am, other times by mutual agreement

Pay: £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); optional involvement in other work relating to Co Cars and Co Bikes.

About Co Cars | Co Bikes | Co Delivery

Co Delivery (formerly Escargo) is Exeter's first wholesale delivery service using electrically assisted cargo trikes. Established in 2017, we work with a range of local businesses across the city to deliver their goods while saving them time, staying out of congestion and improving our air quality. At present, we are on the road 6 days per week.

Co Delivery is part of the Co Cars and Co Bikes family and we are 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.

Together, 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 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

S/he will collect and deliver cargo in the Exeter region as required, using a provided electric-assist cargo bike (nicknamed Matilda). The Delivery Rider is responsible for ensuring that Matilda is roadworthy and clean, and that rider conduct is in accordance with the highway code.

We are interested in hearing from people with an interest in cycling and sustainable transport, and with a practical bent.



Duties and responsibilities include:

- To cover at least one morning delivery round per week (two are available), sometimes more if holiday or sickness cover is required
- Collecting and returning Matilda to our St Thomas lock up at the start and end of each round and the lock up is left secure upon leaving
- Ensuring Matilda's batteries and cargo space are left in good condition for the following day's round
- Providing basic bike maintenance and repairs, inc. roadside repairs e.g. punctures
- Completing any training as required for the role and provided by the company, including on other e-assisted cargo cycles as added to the fleet
- Communicating readily and promptly with the Director of Operations and other team members
- Recording activities as necessary
- Supporting promotional events as required
- Attending meetings as required
- Adhering to all policies and procedures
- Maintaining confidentiality about sensitive issues and commercial interests

Person Specification

The right person for this role will:

(Required)

- Be versatile and adaptable – a quick learner
- Like working with people with good customer service skills
- Have good organisational skills
- Be able to multitask and work under pressure
- Have good verbal communication skills
- Have a good attention to detail
- Be physically healthy and fit

(Desirable)

- Have a trade qualification or demonstrable experience in maintaining bicycles and/or other vehicles.

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 Sunday 2nd June 2019. Successful applicants will be invited to attend an interview. Job offers will be conditional on receiving two satisfactory references after the interview. If you have any questions about the role, please email local@co-delivery.co.uk.