

**Position Title: Jackson Hole Sports Bike Mechanic/Sales Specialist**  
**Reports To: Jackson Hole Sports Retail Supervisor**

Date: 03/24/16

Department: Retail

Classification: FT/Seasonal

FLSA: Non-Exempt

Salary Grade: 8

**General Purpose:**

To provide exceptional service to all Jackson Hole Mountain Resort customers.

**Essential Functions:**

- Provide exceptional customer service
- Work in bike rental and bike maintenance
- Provide bike fitting services
- Handle customer special orders
- Work with supervisor to maintain store presentation standards
- Conscientious inventory control
- Merchandise new product, restock current merchandise
- Handle customer returns, vendor warranties, and damaged merchandise
- Provide information for Jackson Hole MR guests

**Other Functions:**

- Maintain cleanliness of store

**Job Qualifications:**

Knowledge, Skills, and Ability:

-extensive knowledge of the bicycle industry and the Jackson Hole mountain Resort

-extensive knowledge of the bike industry and product lines

-basic knowledge of retail operations

-outgoing personality

-bicycle fitting skills

Education or Formal Training:

-bike mechanic classes/clinics

Experience:

- Bike mechanic and sales experience

**Materials and Equipment Directly Used**

**Working Environment/Physical Activities**

Moderate to heavy lifting, strong hands

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.