



**Job title:** Maintenance Mechanic

**About the company:** B-Line has been helping to create a more livable community in Portland, Oregon since 2009. Located at the food hub project called The Redd on Salmon Street, B-Line manages an urban consolidation warehouse and full service logistics company focused on supporting the regional food economy. B-Line serves a diverse set of customers ranging from small to medium scale farmers, ranchers, and fisherpeople to the best bakeries and coffee roasters in town, a leading regional produce company, regional grocers, local office supply company, and shared micromobility providers . With a focus on sustainable solutions for last mile logistics, we utilize a fleet of large freight tricycles to serve our delivery partners. Our distinctive trikes can be seen crisscrossing Portland, advertising our clients' goods and services while completing deliveries. You will even see us out on the street and at popular events sharing and promoting products on behalf of our partners. We fly the B-Corp banner proudly, are recognized for our grassroots-style innovation, and are well-situated for regional and national expansion. Does this sound like a compelling story? If so, you might be the right fit to join our group of fun-loving people who believe in being a part of a solution for a more liveable community for all.

**Summary of role:**

The core purpose of the Maintenance Mechanic role is to service and maintain our fleet of electric motor-assisted pedal vehicles, as well as support basic maintenance needs for our electric van fleet, and warehouse material handling equipment. The role is expected to perform routine maintenance procedures, safety inspections, and act as an on-call mechanic. The position requires comfort working with basic electrical systems and components, though advanced expertise is not required. The role may be coupled with delivery rider and/or warehousing support responsibilities or may stand independently.

**Responsibilities:**

The Maintenance Mechanic will be responsible for, but not limited to, the following:

- Perform routine maintenance and repair procedures, including spoke replacement, flat tire repair, basic electrical troubleshooting, shifting adjustments, and brake service
- Troubleshoot and repair basic mechanical and electrical failures on electric pedal-assisted vehicles
- Support basic maintenance and inspection needs for electric van fleet as needed
- Serve as a support mechanic on weekends

- Perform weekly safety inspections of the fleet, including but not limited to: checking for frame cracks, tire pressure, brake systems, hardware tightness, broken spokes, and component wear
- Document all work performed in the maintenance log and utilize internal tools, including Cycle Analyst data collection devices, to record relevant data
- Maintain a safe, clean, and organized workspace
- Communicate fleet condition, maintenance needs, and shop updates to the Fleet Manager and team

**Key Competencies include, but are not limited to the following:**

- Minimum 2 years professional shop experience required
- Familiarity with standard tool use and workshop practices required
- Comfort working with basic electrical and hydraulic systems required
- Experience with bicycles and e-bikes required; additional experience with other motor vehicles preferred
- Strong attention to detail and ability to complete repetitive tasks with consistency
- Ability to communicate effectively and work well within a team
- Basic computer skills required; experience with spreadsheets or similar tools preferred
- Demonstrates reliability, accountability, and trustworthiness

This is a part-time, non-exempt position with an expected schedule of approximately 20–30 hours per week focused on maintenance and repair responsibilities. Additional hours may be available through delivery rider and/or warehouse support duties, depending on business needs and candidate interest.

Pay range dependent upon experience: Hourly rate of \$20.00–\$22.00. Eligible for up to 120 hours of PTO annually and overtime pay where applicable.

**Apply by emailing [jobs@b-linepdx.com](mailto:jobs@b-linepdx.com).**

**Include this subject line with your name:** Application for Maintenance Mechanic: [your name here]