

1 What kind of people are we looking for?

- In short; someone who is motivated and that enjoys to make a (well) running business more socially. Also, we expect that someone is willing to perform (some of) the operational tasks of the company.
- Longer version; man/woman, interational/Dutchie, short/longer, it doesn't matter for us. The BikeBoys (<https://thebikeboys.nl/>) already exists for three years and sells approximately 500 bicycles per year to international students. We are searching for people that can take care of the day2day activities of the company like contacting the universities, answering emails of the students and handing out the bikes. Of course there also is a lot of time to come up with your own innovative ideas if you think there are certain things that we can improve. The most important thing is that someone is willing to dedicate himself/herself to get certain things done for the company and that he/she has enough time for this.

Characteristics that we think are important:

1. Proactive attitude
2. Drive to make the most if it
3. Not hesitant to approach other people

2 Why The BikeBoys?

- **There is enough time to come up with your own innovative ideas.** We would actually really enjoy it to hear about your ideas. If you have a good idea, we have the network and the capital to realize them.
- **It is a well running business.** Last year we had a revenue of approximately 90.000 with 15% profit. Which student can say that they manage a business like this?!
- **Don't worry, you won't run the business by yourself.** Someone from The BikeBoys will constantly help you out.
- We will first start of with a trial period of a couple of months with an appropriate hourly salary. If both parties are happy with each other, then there is a big chance that we give you **a percentage of the company**, unless you keep running the company with us.

3 Tasks

3.1 Day2day

This varies a lot with the time of the year. The email has to be answered, some minor issues of the bikes have to be solved now and then (with most issues you can forward them to bike shops that work together with us) and you can brainstorm how we can make processes in the company run more efficiently.

3.2 Periodically

1. 2 times a year there are big pick-up moments when all the bikes have to be handed out. This is always in the first week of February and the third week of August. Since these are the major two weeks of the company every year, we expect everybody to be there. To organize these two weeks, several suppliers and universities have to be contacted and our customers have to be informed by email. These are the most important operational tasks of the company that have to be done in time.
2. In July till the beginning of August we also arrange bikes for the VU/UvA summer school.
3. In the months between the peak periods (oct, nov, dec, mar, apr, may) there is a lot of time to come up with your own ideas.

3.3 Specific projects

In the coming year we would like to work on the following things (we are also open for other suggestions):

1. **Marketing:** Instagram, Facebook and through universities/student accommodations.
2. **Product:** Improving our products (and how can we make our business model more social?)
3. **IT:** Improving the website & automating the processing of our data.
4. **Logistics:** How can we ensure that people get their bike as soon as possible & how do we make the process of the reselling of the bikes more efficient.

4 When do you need to be available (in the Netherlands)?

1. The first week of February 2020 (**the beginning of the spring semester**)
2. August 18th 2020 till September 3rd 2020 (**the beginning of the autumn semester = our busiest period**)
3. If possible, also a couple of days during July 2020/August 2020 to hand out the bikes to the summer school students of the VU/UvA