

The Union Cycliste Internationale (UCI) was founded on 14th April 1900 in Paris and is the world governing body for cycling. The UCI's mission is to develop and supervise cycling in all its forms and for everybody, as a competitive sport, as a healthy recreational activity and as a means of transport and having fun. Additionally, the UCI promotes a number of its own events, including the UCI Road World Championships, an iconic annual event, and a wide range of other UCI World Championships and World Cups across the various disciplines. It is based in Aigle, Switzerland, at the UCI World Cycling Centre.

The UCI is seeking a :

Technical Coordinator

ENGLISH– FRENCH
(100%)

Mission :

Carry out projects linked to Equipment which are assigned to you by the Technical Manager.

Main responsibilities:

Equipment Unit Operations:

- Equipment Commission: Assist the Technical Manager with the preparation of meetings, the agenda and drafting of the minutes. Participate in the meetings;
- Deal with requests for validation of new techniques and submit them to the Equipment Commission;
- Maintain a continuous dialogue with the coordinators of all disciplines concerning equipment-related questions.

Communication with our stakeholders:

- Maintain good relations with different stakeholders, in particular manufacturers and suppliers, National Federations, Commissaires, organisers, UCI Teams and riders;
- Reply to queries concerning technical aspects of equipment;
- Address training seminars for Commissaires on questions related to technical aspects to ensure that the enforcement of the UCI technical regulations is homogenous and irreproachable;
- Ensure you are available to manufacturers and answer their questions clearly and accurately.

Project management:

- Manage projects and certain parts of projects; participate in study and development meetings linked to equipment alongside people from within the UCI and external participants

Procedure for non-standard wheels in line with article 1.3.018:

- Receive and read SIRRIS impact test reports, and UCI forms;
- Write letters of confirmation in the case of a positive test;
- Publish and update the list of wheels that are in compliance on the UCI website.

Approval procedure for frames and forks:

- Maintain regular contact with manufacturers;
- Receive and register submission forms;
- Create Open Trust accounts for secure data exchange between manufacturers and the UCI;
- Check 2D and 3D technical drawings;
- Carry out three-dimensional inspections of prototypes if the entire procedure takes place at the EPFL;
- Create an approval certificate;
- Create "UCI approved" labels for frames and forks;
- Publish and update the list of approved frames and forks on the UCI website.

Travel to competitions:

- Ensure the technical regulation is respected at races;
- Evaluate the quality of inspections at competitions and pinpoint potential problems;
- Take charge of the technical resources and equipment available to Commissaires for bike inspections at competitions;
- Organise inspections of equipment in collaboration with the Commissaires and undertake some specific inspections at competitions.

Publication:

- Update and distribute documentation concerning equipment (Clarification Guide of the UCI Technical Regulation, Approval Protocol...).

Profile:

- Excellent command of French and English, written and spoken
- Rigour, precision and availability
- Sense of organisation
- Independent
- Team spirit
- Excellent writing abilities
- Industrial/technical drawing skills
- Knowledge of UCI procedures and operations

Start date: immediately or to be agreed.

Join us and you will have every opportunity to use your skills, to be involved in current sporting activities and to contribute to the success of a modern and dynamic organisation. If you are interested in this position and you meet the criteria outlined in the profile, please e-mail your application and supporting documents (covering letter, CV, employment references and qualifications) to the following address: job@uci.ch.