



April 22, 2025

Job Posting

Job Title: Facilities Technician (Full-Time Hourly, Non-Exempt)

Department: Facilities & Maintenance

Reports to: Director of Buildings & Facilities Maintenance

**About the Playhouse:** Pasadena Playhouse makes theater for everyone. As the official State Theater of California, its mission is to enrich people's lives through theater, programs and events to reflect its local and state-wide communities. Founded in 1917, the Playhouse understands the gravity of its responsibility to represent California's diverse population and their stories, and programs its season with this at the forefront of its decision making.

Under the leadership of Producing Artistic Director Danny Feldman, the Playhouse presents a full season of artistically innovative productions and engaging educational outreach activities to nearly 150,000 Southern California residents annually in two spaces: the

643-seat main stage theater and the 99-seat flexible Carrie Hamilton Theater. By focusing on the creation of great productions, the expansion of educational and outreach programs, the development of new plays, and the creation of innovative programs, the Playhouse will continue to be a leader in the industry.

**About the Position:** Responsible for keeping the Playhouse building in good condition, including repairs and maintenance for HVAC, plumbing, sewer, sump pump, and other minor fixes.

**Responsibilities:**

- Help install and repair building systems.
- Fix small issues with mechanical equipment.
- Perform routine maintenance to keep the equipment working properly.
- Handle minor plumbing and sewer problems.
- Make basic office repairs.
- Quickly resolve maintenance issues during performances.
- Complete work orders for maintenance needs.
- Maintain doors for theatre and office entrances.
- Set up equipment for rentals and events.
- Inspect fire extinguishers monthly to ensure safety.
- Install and maintain video cameras inside and outside the building.

**Key Skills & Qualifications:**

- Experience in facilities maintenance or theatre production support.
- Knowledge of technical equipment and building systems.
- Ability to make minor repairs in plumbing, electrical, HVAC, and construction.
- Strong communication and people skills.
- Organized and able to keep the workspace safe.
- Ability to think quickly and handle emergencies (earthquake, fire, storms, etc.).
- Bilingual (English & Spanish) is a plus but not required.

**Working Conditions:**

- Flexible schedule and ability to work long hours.
- Must be comfortable working at heights and around moving machinery.
- Will be exposed to noise, vibration, dust, and potential hazards like fumes or electrical equipment.
- Must be able to lift up to 50 pounds.
- Requires physical activity like lifting, bending, standing, climbing, and walking.

**Compensation:** \$25.00 - \$35.00 per hour (Depending on experience). Benefits package includes medical, dental, life insurance coverage, vision, PTO, and 403(b) retirement plan. Start date is immediate.

How to Apply: Please email cover letter and resume in one PDF to [jobs@pasadenaplayhouse.org](mailto:jobs@pasadenaplayhouse.org) with the subject line "Facilities Technician". No phone calls please.

We work to maintain a positive environment for our employees, where people can learn, grow and thrive with the company. We strive to provide a collaborative, creative, transparent workplace where each person feels encouraged to contribute to our processes, decisions, planning and culture.

*The Pasadena Playhouse is an Equal Opportunity Employer.*