PASADENA PLAYHOUSE

November 2026

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: The Maintenance Technician at Pasadena Playhouse plays a vital role in preserving and supporting the daily operations of California's official State Theater and its adjacent office building. This hands-on position is responsible for performing preventive maintenance, troubleshooting repairs, and ensuring that all building systems, facilities, and public spaces remain safe, functional, and welcoming for audiences, artists, staff, and tenants. Working closely with the Director of Buildings & Maintenance, the Maintenance Technician supports theater operations, building projects, custodial needs, and safety compliance while helping maintain the historic integrity and professional appearance of the Playhouse campus.

Responsibilities:

- Perform routine, preventive, and corrective maintenance on HVAC, electrical, plumbing, lighting, and mechanical systems.
- Troubleshoot and repair facility issues quickly and professionally to minimize operational disruptions.

- Conduct regular inspections of theater and office building facilities to identify and address maintenance needs.
- Support the upkeep of theater-specific infrastructure, including backstage areas, audience seating, lobby spaces, and production support areas.
- Respond promptly to maintenance requests from staff, production teams, and office tenants.
- Assist with events and performance operations, including setup, breakdown, and facility adjustments.
- Maintain building exteriors, common areas, and grounds to ensure a safe, clean, and welcoming environment.
- Monitor building systems and report deficiencies, equipment failures, or operational concerns.
- Provide supplemental custodial support during performances, special events, and high-traffic periods.
- Assist with cleaning, trash removal, supply restocking, and general housekeeping as needed.
- Follow all workplace safety procedures and properly use tools, equipment, and personal protective equipment (PPE).
- Participate in fire/life safety inspections, emergency lighting testing, and compliance-related activities.
- Identify and report hazards, unsafe conditions, and maintenance risks.
- Assist with painting, carpentry, minor construction, and small renovation projects.
- Coordinate with and support outside contractors by providing access, information, and oversight.
- Maintain inventory of maintenance tools, equipment, supplies, and materials.
- Contributes to preserving the historic integrity, functionality, and appearance of the Pasadena Playhouse campus.

Key Skills & Qualifications:

- 2+ years of facilities maintenance, building engineering, or general maintenance experience preferred.
- Working knowledge of HVAC, plumbing, electrical, mechanical, and building systems.
- Ability to troubleshoot, diagnose, and repair facility-related issues efficiently.
- Basic carpentry, painting, drywall, and general construction skills.
- Experience using hand tools, power tools, and maintenance equipment safely and effectively.
- Strong understanding of workplace safety practices and OSHA compliance standards.

- Ability to perform physically demanding work, including lifting, climbing ladders, bending, and standing for extended periods.
- Strong organizational skills with the ability to manage multiple tasks and priorities simultaneously.
- Excellent problem-solving skills and attention to detail.
- Ability to work independently with minimal supervision and as part of a collaborative team.
- Strong customer service and communication skills when interacting with staff, tenants, vendors, and production personnel.
- Flexibility to work evenings, weekends, holidays, and performance schedules as needed.
- Experience working in a theater, entertainment venue, historic facility, or commercial building is a plus.
- Valid California driver's license and reliable transportation preferred.
- Commitment to maintaining a safe, professional, and welcoming environment for audiences, artists, staff, and tenants.

Working Conditions:

- Work is performed throughout a historic theater, backstage areas, public spaces, offices, rooftops, storage areas, and exterior grounds.
- Regular exposure to maintenance equipment, power tools, mechanical systems, and construction-related activities.
- Frequent walking, standing, climbing stairs and ladders, bending, kneeling, reaching, and lifting materials and equipment.
- Ability to lift and carry up to 50 pounds safely; heavier items may require team lifting or mechanical assistance.
- Work may be conducted in varying indoor and outdoor weather conditions, including heat, cold, rain, and dust.
- Exposure to moderate noise levels during maintenance activities, rehearsals, productions, and special events.
- Must be comfortable working at heights, in confined spaces, and around active building systems when required.
- Schedule flexibility is required, including evenings, weekends, holidays, and performance periods to support theater operations.
- Occasional emergency or after-hours response may be necessary to address urgent facility issues.
- Position requires adherence to all safety procedures, use of personal protective equipment (PPE), and compliance with building and workplace safety regulations.

- Frequent interaction with theater staff, artists, patrons, office tenants, vendors, and contractors in a customer service-oriented environment.
- Must maintain a professional, collaborative, and positive attitude while working in a dynamic, fast-paced performing arts setting.

Compensation: $20.00 - $30.00 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 maintenance@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.