Position: Maintenance Technician
Location: San Diego, CA (City Heights area)
Job Type: Full-Time, Non-Exempt
Department: Property Management Team
Reports To: Maintenance Supervisor and Property Manager

Pay Transparency:
Hourly Pay Range: $24.75 - $27.50 per hour

In accordance with California pay transparency requirements, the anticipated pay range for this position is $24.75 to $27.50 per hour, depending on qualifications, skills, experience, and internal equity.

About The Role:
Price Philanthropies Foundation is seeking a reliable and skilled Maintenance Technician to support the upkeep and operations of multiple commercial and community serving properties throughout City Heights. This role is responsible for general building maintenance, repairs, inspections, and preventive maintenance activities to ensure safe, clean, and functional facilities.

The ideal candidate will have hands-on maintenance experience, strong problem-solving skills, and the ability to perform work independently while maintaining excellent communication with property management and vendors.

Essential Job Functions:
Building Maintenance & Repairs

- Perform general cleaning and upkeep of assigned properties.
- Complete minor repairs, including:
    - Changing locks
    - Patching walls and holes
    - Replacing restroom fixtures and components
    - Unclogging drains
    - Basic electrical and plumbing repairs
    - Basic HVAC troubleshooting and maintenance
- Remove bulky items, trash, and debris as needed.
- Maintain storage, maintenance areas, and equipment in a clean and organized condition.

Inspections & Preventive Maintenance

- Conduct routine inspections of:
    - Building interiors and exteriors
    - Roofs and common areas
    - Lighting systems
    - Fire alarms, extinguishers, and sprinkler systems
- Replace light bulbs and fixtures as needed.
- Perform preventive maintenance to ensure building systems operate efficiently.
- Report maintenance concerns and repair needs promptly to the Property Manager.

Vendor Coordination

- Facilitate vendor and contractor visits.
- Communicate service outcomes and recommendations to management.
- Assist in coordinating maintenance projects and repairs.

Emergency Response & Safety

- Participate in emergency response procedures related to:
    - Fire
    - Flooding
    - Utility outages
    - Earthquakes
    - Hazardous material incidents
- Follow all safety procedures and wear required personal protective equipment (PPE).
- Successfully learn and utilize Reflow HVAC software on both mobile and desktop platforms within 90 days of employment

Additional Responsibilities

- Demonstrate strong attention to detail.
- Prioritize time-sensitive work and manage multiple assignments effectively.
- Perform other duties as assigned.

Schedule:

Regular Schedule

- Monday through Friday
- 8:30 AM to 5:00 PM

Additional Availability

- May be required to answer after-hours calls and respond onsite when necessary.
- Occasional evening, weekend, holiday, or emergency work may be required based on operational needs.

Required Qualifications:

- Minimum of two (2) years of maintenance experience in commercial, residential, or similar facilities maintenance.
- Working knowledge of basic electrical, plumbing, and HVAC systems.
- Basic computer skills, including Microsoft Outlook, Word, and Teams.
- Ability to read, write, and communicate effectively in English.
- Ability to follow instructions and complete assignments independently.
- Ability to prioritize tasks and meet deadlines.
- Successful completion of OSHA training as assigned (training provided by employer).

Physical Requirements:

The physical demands described below are representative of those required to successfully perform the essential functions of this position:

- Stand, walk, and sit for extended periods throughout an eight-hour workday.
- Frequently lift and carry up to 40 pounds.
- Lift heavier items with assistance or appropriate equipment.
- Use hand tools and maintenance equipment safely and effectively.
- Frequently bend, stretch, kneel, crouch, crawl, push, pull, balance, and climb.
- Work on building roofs and ladders when necessary.
- Wear required PPE, including eye, hearing, hand, foot, and body protection.
- Perform physically demanding work in varying weather conditions, including heat, cold, humidity, rain, and outdoor environments.
- Occasionally work in confined spaces and areas with dust, fumes, vibrations, or other environmental conditions associated with maintenance operations.

Benefits:

Price Philanthropies Foundation offers a comprehensive and competitive benefits package, including:

- 401(k) with employer matching and five-year vesting schedule
- Medical and dental insurance with employer contribution
- Life insurance
- Life and Long-Term Disability Insurance
- Flexible Spending Account (FSA) and Dependent Care Account (DCA) employer allowance
- Vision allowance
- Paid Vacation, sick leave, and holidays
- Employee Assistance Program
- Employee Discount Program

Why Join Price Philanthropies Foundation:

- Work in a collaborative, mission-driven environment.
- Support projects that positively impact the San Diego community.
- Enjoy excellent benefits and opportunities for professional growth.
- Be part of a team dedicated to maintaining safe, welcoming spaces for community members and partners.

Equal Employment Opportunity Statement:

Price Philanthropies is an Equal Opportunity Employer. We prohibit discrimination based on race, color, religion, sex, gender identity, sexual orientation, age, disability, or any other status protected under federal, state, or local law. In California, we comply with FEHA and all applicable employment regulations.