



SENIOR MAINTENANCE TECHNICIAN

City of West Hollywood, California

\$77,652.02 - \$99,220.58 annually

The City of West Hollywood's current benefits package includes: • California Public Employees' Retirement Systems (CalPERS) – Retirement formula based on appointment date and membership status

with CalPERS. • City paid health, dental, and vision insurance, including qualifying dependents (under the age of 26), and spouse or domestic partner. • A \$150.00 per month deferred compensation contribution paid by the City • A \$100.00 per month Retiree Health Savings account (RHS) contribution paid by the City. • Vacation leave of 80 hours the first year, 120 hours years 2 through 5, 140 hours years 6 through 9, 160 hours after 10 years of service. • 11 paid City holidays. • 36 hours of floating holidays annually (pro-rated by quarter). • 8 hours of sick leave per month. • Life insurance equal to 1.5 times your annual salary plus \$20,000 to a cap of \$120,000. • Annual MTA pass issued.

The City of West Hollywood is seeking a Senior Maintenance Technician to join our Public Works Department. This role will implement and assist in the development of preventative and programmed maintenance functions; operate and maintain machinery, equipment, tools, etc.; identify and troubleshoot problems, perform various maintenance tasks and repairs; oversee the functions of contractors; provide customer service by investigating complaints; maintain supplies; solicit cost estimates and make purchases; perform inspections; conduct inventories; and develop and maintain related reports and correspondence. Incumbents may work in one or more areas of specialization, including building maintenance, landscape maintenance, and/or street maintenance.

Key Responsibilities: Perform and oversees skilled craft and maintenance functions related to the maintenance and/or repair of buildings, facilities, parks, landscape areas, streets, streetscape and street/public rights-of-way, Performs and oversees a variety of building maintenance functions. Identifies, troubleshoots, resolves, and maintains plumbing and electrical systems. Maintains HVAC systems, including regulating ventilation and temperature and assisting in making repairs and changing filters. Inspects buildings and their related amenities. Performs and oversees custodial functions. Participates in facilities walk-throughs. Assist in emergency/disaster situations including cleanup, repairs, and traffic control. Provide customer service and support to the business community in the delivery of City services. **NOTE:** This position requires travel to various locations to complete the essential functions of the job. The current work schedule requires weekend shifts: Saturday through Tuesday from 6:00 a.m. - 3:30 p.m. with alternating Wednesdays off. The schedule is subject to change. Working time will require weekend shifts and may require irregular hours, various shifts, holidays, and/or on-call status. This position is not eligible for telework. **IMPORTANT:** This is an open competitive recruitment process for one (1) Senior Maintenance Technician vacancy currently available in the Building Maintenance section, reports to the Building Maintenance Supervisor. Candidates who successfully complete the recruitment process and are placed on the active eligibility list may be considered for future vacancies, which may be under other sections such as Street Maintenance and Landscape Maintenance.

Education and Experience: High School diploma or GED; and, Three to four years of progressively responsible related experience; or, Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job. **Licenses and Certifications:** Valid California Driver's License Journeyman Certification or equivalent in a specific trade (desirable)

The application filing period begins on May 5, 2025 and continues until filled. Applications received on or before May 27, 2025 will be the first group of applications to be reviewed. Once the position is filled, the job posting will be removed without notice. Apply early for first consideration! Apply online at: www.weho.org/jobs