South Central Family Health Center

Job Posting

Title: Floater Multi-site General Maintenance and Janitorial Technician
Base Salary Range: $24.00 hourly depending on experience plus benefits
FTE: Full-time, Non-exempt

Seeking a skilled and dedicated General Maintenance and Janitorial Technician who wants to make a difference in our community. We want to hear from you if you thrive in a fast-paced, caring, and compassionate environment!

Our Mission:
The Mission of South Central Family Health Center is to improve the quality of life for the diverse Community of inner city Los Angeles by providing affordable and comprehensive health care and education in a welcoming and multi-cultural environment.
To lead the way in health care in South Los Angeles, as the premier provider and employer of choice offering comprehensive, high quality, affordable, efficient and culturally responsive services.

General Summary:
Under the supervision of the Facility Administrator, this position provides maintenance support to all SCFHC locations, focusing on the continuous monitoring of facility appearance and operations. The Maintenance and Janitorial Technician is responsible for the overall cleanliness, maintenance, and general upkeep of the facilities, ensuring a clean, safe, and functional environment for all occupants and visitors. The role can require **evenings, weekends, and on-call duties** for emergencies The ideal candidate will have to perform some of the following essential duties.

- Maintain clean and orderly buildings, ensuring quality standards are met.
- Assist with janitorial duties such as sweeping, mopping, vacuuming, and cleaning floors and carpets
- Assist in repairing and maintaining the physical structures of facilities.
- Ensure gutters and drains are clear of debris and in good working order.
- Assist in lifting, storing, and hanging heavy objects and materials, including doors, cabinets, drywall, and ceiling tiles.
- Keep janitorial equipment in good working condition.
- Perform routine inspections of building systems and facilities.
- Carry out minor repairs, including leaks, drywall patches, painting, and lock repairs.
- Replace light bulbs, maintain door hardware, and perform basic carpentry tasks.
- Assist with landscaping and groundskeeping, including mowing and trash collection.
- Monitor the inventory of maintenance supplies and order as needed.
- Maintain an organized and well-stocked janitorial and maintenance supply area.
- Ensure compliance with health and safety standards.
- Respond to emergency maintenance issues as they arise.
- Deliver and pick up parts, equipment, heavy furniture and supplies either manually or using hand trucks from storage as directed.
- Assist with the setup and teardown for events or facility functions.
- Monitor building security and safety by locking doors after operating hours and reporting safety hazards to your supervisor.
- Use materials, chemicals, tools, and equipment safely to avoid waste, unnecessary damage, or accidents.

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Qualifications and Certifications Requirements:

- High School Diploma or equivalent required
- Degree preferred
- OSHA Preferred
- Computer knowledge, Microsoft Office products (Word/Excel), communication systems

Experience:

- One (1) to three (3) years of janitorial and/or maintenance experience or equivalent combination of education and experience in the maintenance field, i.e., carpentry, HVAC, electrical, plumbing, drywall, or painting.
- Basic knowledge of building systems and maintenance procedures.
- Good communication, including both written and verbal skills.
- Ability to provide feedback, present problems in a professional manner, and accept constructive criticism both on an individual basis and within a group.
- Ability to operate hand tools and maintenance equipment.
- Physical stamina and ability to lift up to 50 lbs. and perform physical tasks.

Skills and Abilities:

- Type 35 wpm
- Bi-lingual/bi-literate English/Spanish preferred
- Ability to multitask and work as a team to accomplish common goals in the department
- Excellent written, oral and customer service skills
- Must be able to work independently within scope of assigned task with minimum supervision
- Must be detailed orientated.
- Ability to prioritize multiple tasks, work effectively under stress, meet short deadlines, and take direction
- Ability to learn and use new software programs as systems are upgraded
- Maintain the highest level of professionalism in the performance of duties.
- Maintain security and privacy of patients, guests, and clinic employees. Notify the supervisor of trespassers and other issues.

Top benefits or perks: As a team member at South Central Family Health Center, you'll enjoy competitive wages and generous benefits:

- Benefits: Health care, dental, life insurance
- 403 (b) Retirement plan
- Education Reimbursement
- Career development: Entry-level employees have opportunities to work in management, HR or other areas of the company

Contact/application information:

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To apply please visit South Central Family Health Center's website at:
https://recruiting.paylocity.com/recruiting/jobs/All/325da02f-904e-426b-ab73-f734fa9906c9/South-Central-Family-Health-Cent