



JOB DESCRIPTION

Job Title: Water Quality and Life Support Manager
Department: Marine Operations
Report To: Assistant General Curator
FLSA Status: Exempt

Position Overview

The Water Quality and Life Support Manager is responsible for overseeing the wastewater facility operations, drinking water systems, water features, and animal life support systems including all federal and territorial permitting and regulatory compliance at Coral World Ocean Park. The incumbent is also tasked with assisting with related policy development, operating agreements, and risk management.

Principal Duties and Responsibilities (Essential Functions**):

1. Operates wastewater treatment plant for Coral World Ocean Park and ensures testing, recordkeeping and results are in compliance for all federal and territorial regulations.
 - a. Works on operational procedures to reduce the costs of maintenance, contractors and upkeep while ensuring plant stays in compliance status.
 - b. Completes training courses from relevant agency and maintains certifications on Wastewater Management. Provides other applicable Coral World staff members with access to training and certifications as necessary.
2. Operates all animal life support systems including decorative water features and ensures compliance with all federal and territorial regulations.
3. Ensures the efficient operation and maintenance of reverse osmosis desalination plant. Maintains current knowledge of the design and proper operation of the freshwater creation systems.
 - a. Completes training courses from relevant agency and maintains certifications on Drinking Water Management. Provides other applicable Coral World staff members with access to training and certifications as necessary.
4. Serves on the Emergency and Safety Committee and ensures compliance with OSHA standards throughout the building and grounds.
5. Ensures the proactive and preventative maintenance, repair and overhaul of water delivery, wastewater and animal life support systems.
6. Serves as the lead for matters related to Coral World's operating agreements and risk management as it related to the water, wastewater and animal life support systems.
 - a. Participates in all related contractor's negotiations and agreements
7. Drafts annual proactive maintenance plan and budget for wastewater treatment; water production, systems, and delivery; and animal life support systems.

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8. Ensures that Coral World is in compliance with applicable laws and regulations and represents the park to all Federal and Territorial agencies in regards to water, wastewater and animal life support systems.
 - a. Updates and monitors the park's policies relating to all water systems to ensure accurate and current compliance with federal and territorial regulations and applies amendments as laws change.
 - b. Keeps proper records in accordance with all Coral World VI Inc. policies and permits.
 9. Administers water and wastewater related permits. Directs the preparation and amendments to required permits, as assigned. Fulfills all reporting duties in a timely and accurate fashion.
 10. Performs hands on duties to complete in house projects and preventative maintenance as required. This may include preventative maintenance, repair, replacement or installation of equipment and components relating to water treatment systems and areas.
 11. Participates in meetings and public presentations as assigned including but not limited to weekly curator meetings.
 12. Fosters good relations with visitors, volunteers, community leaders, contractors and fellow staff members by promoting positive attitudes, good will, cooperation and providing a high standard of service.
 13. Must be able to train others on equipment operation and maintenance needs.
 14. Must be dive certified with the ability to work and perform repairs underwater.
 15. Complies with all Coral World VI Inc. policies, procedures and programs.

Supervisory Responsibility

Supervises Water Quality Life Support Team Members.

Physical Requirements

- The physical demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Must be able to remain on feet for long periods of time.
- Must be able to traverse park grounds and construction sites on foot.
- Must be able to stoop, bend, lift, kneel, crawl, climb, jump, and carry objects for short distances.
- Must be able to lift 50 lbs without difficulty.
- Must be able to sit for periods of time.
- Must be able to work in adverse weather conditions.

Position Type and Expected Hours of Work

This is a full-time position. Must be able to work a flexible schedule. Responds to emergencies as necessary (days, nights, weekends, and holidays).

Work Environment

This job operates in a professional environment (indoor and outdoor). The employee will be exposed to sunny, warm, humid, and wet conditions. This role routinely uses standard equipment such as computers, phones, photocopiers, file cabinets, and fax machines.

Qualifications & Skills

REQUIRED:

- Bachelor's degree in related field with 2+years' experience or minimum 5 years combination of experience and training in a similar role.
- Minimum of 2 years professional experience in an aquarium or marine-related field.
- Experience operating and building life support systems for marine systems.
- Experience and knowledge of pumps, filters, fractionators, VU Sterilizers, heat exchangers, ozone systems, automated control equipment, reverse osmosis plant, and wastewater treatment plant.
- Must be able to lift 50 lbs.
- Open Water SCUBA certification required from accredited agency.
- Basic computer skills and knowledge of Microsoft Software (Outlook, Excel, Word, etc.).
- Must be a team player with strong communication skills, have a positive attitude, and an outgoing personality, with the ability to work well unsupervised.
- Must be aware of the challenges of living on a Caribbean island (high cost of living, working in the sun and heat all day, etc.).
- Flexible with non-traditional schedules.
- Must be able to work in the U.S.
- Must have a valid driver's license

SPECIAL REQUIREMENTS

- Must be able to work weekends, holidays, evenings and have a flexible schedule. Responds to emergencies as necessary (days, nights, weekends, and holidays).
- Must be a team player and be able to get along with others.
- Must be personable, courteous, and able to work under pressure.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change according to the needs of Coral World Ocean Park without being specifically included in the job description.

Please include the job title in the subject. References required.

Please submit cover letter, resume, and references by email to be considered for the position.

Contact Information:

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