



## JOB DESCRIPTION

**Job Title:** Guide/Safety Diver  
**Department:** Marine Operations  
**Report To:** Dive Operations Manager  
**FLSA Status:** Non-Exempt

### **Position Overview**

Sea Trek and SNUBA is fast becoming known as the best new tour in the Caribbean. Sea Trek and SNUBA guides take visitors on an underwater guided tour. SNUBA is a cross between snorkeling and scuba diving where guests are able to dive down to about 20 feet while breathing through a regulator that is connected to a tank floats on the surface. Sea trek is a helmet dive where guests walk along the ocean's floor.

This position requires a dedicated individual who is able to take direction from management carrying out various dive functions within Coral World as well as other related projects and programs. This includes all aspects of enhancing the guest experience. It is important that all employees of Coral world foster a positive team environment, while creating a positive visitor experience.

### **Principal Duties and Responsibilities (Essential Functions\*\*):**

- As a member of the Dive Operations team, we expect all team members to lead by example, by being patient, kind, humble, respectful, forgiving, honest, and committed with interacting with each other and with guests.
- Fosters good relations with visitors, volunteers, contractors, and fellow staff members by promoting positive attitudes, good will, cooperation, and providing high standards of service.
- Must be knowledgeable about underwater conditions, cautions, animals, and procedures that exemplify the highest standards of safety and guest experience.
- Participate in all daily aspects of Sea Trek/SNUBA interactive program including: creating positive guest interaction; maintain/uphold strict safety protocols; and take an active role in cleanliness
- Must follow all procedures to assist the guests down the 10-foot ladder, wait for their queuing up and lead them comfortably and safely along the trail
- Must accompany the group in scuba gear with safety equipment ready. He/she is responsible for assisting guests down and up the ladder as well as keeping an eye on them through the tour.
- Each helmet weighs 75 pounds on land (15 pounds in the water) and in this position puts the helmet on each of the guests safely as they descend the ladder.
- This position requires monitoring of the air systems and that the air hoses are always clear.

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- Responsible for keeping dive gear and safety equipment properly maintained and serviced
  - Must speak to large groups of guests for a dive and safety orientation
  - Must maintain underwater dive area and trail during non-tour hours
  - Comply with safety and security directives, policies and procedures set in place by the DSO.
  - Adhering to Company's dive log protocols.
  - Understands opening and closing procedures for department and can perform these duties under little to no supervision
  - Conduct general underwater cleaning and maintenance of exhibits while adhering to all environmental and dive regulations
  - Perform routine inspection, adjustment, maintenance on dive operations equipment
  - Always maintain the highest standards of work area cleanliness
  - Ability to assist other Coral World departments with tasks as needed

### **Supervisory Responsibility**

This position has no supervisory responsibilities.

### **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.
- Ability to stand for long periods of time, as well as walk.
- Ability to use hands to finger, handle, or feel; and reach with hands and arms.
- Ability to balance, stoop, kneel, crouch, climb stairs, or crawl.
- Required to frequently talk and hear.
- No impairment of sight, smell, hearing, touch, balance and agility of movement which might interfere with ability to work.
- Specific vision requirement for this job include close vision, color vision, depth perception, and the ability to focus.
- Must be able to take directional cues directly or indirectly.
- Ability to work in an environment that may be loud at times.
- Ability to work in all weather conditions, including occasional extreme hot or cold, and wet and/or humid conditions.
- Ability to work in an environment that may be loud at times.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Position Type and Expected Hours of Work**

This is a full-time position. Days and hours are scheduled based on the needs of the company.

### **Qualifications & Skills**

REQUIRED:

- At least 18 years old
- Rescue Diver Certified
- Minimum of 60 logged dives

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- Current CPR/First Aid Certification with O2 Administration
  - SCUBA dive physical exam within the last 12 months before start date, and every 2 years after.
  - Clearly speak, write, read, and understand English
  - Possess the physical ability to lift and carry up to 75lbs.
  - Can work in extreme climates including under water for extended periods of time
  - Ability to work as part of a team in a constantly changing environment as well as individually with minimum supervision
  - Team Player
  - Ability to work a flexible schedule which may include evenings and/or weekends and holidays.
  - Successful completion of all pre-employment screening, including swim test and dive skills
  - In good health and capable of performing strenuous and/or heavy physical labor.
  - Enjoy working with people and be customer service oriented.
  - Possess a positive and professional attitude
  - Outgoing and friendly personality
  - Must be personable, courteous, and able to work under pressure.
  - Must be willing to work overtime, holidays, and weekends as requested by manager.

#### PREFERRED

- Wants to work in the Hospitality Industry

#### **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 submit cover letter, resume, and references by email to [mtartaglio@coralworldvi.com](mailto:mtartaglio@coralworldvi.com) with the job title in the subject line to be considered for the position. References required.**

#### **Contact Information:**

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