



## Job Description

**Job Title:** Water Quality and Life Support Manager

**FLSA Status:** Non-Exempt

**Department:** Marine Operations

**Reports to:** General Curator and Director of Facilities

**Job Summary:** This position 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 the Coral World Ocean Park. The incumbent is also tasked with assisting with related policy development, operating agreements and risk management.

**Duties and Responsibilities:** (Including but not limited to)

1. Operates wastewater treatment plant for Coral World Ocean Park ensures testing and recordkeeping and results for all federal and territorial regulations.
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 systems. Maintains current knowledge of the design and proper operation of the freshwater creation systems.
4. Serves on the Safety Committee and ensures compliance with OSHA standards throughout building and grounds.
5. Ensures the proactive and preventive maintenance, repair, and overhaul of water delivery and wastewater treatment systems and all other water systems.
6. Serves as the lead for matters related to the Park's operating agreements and risk management as it relates to the water and wastewater and Life Support systems.
7. Drafts annual proactive maintenance plan and budget for wastewater treatment, water production and delivery, and animal life support systems.
8. Assists in ensuring the park's policies as relating to water, wastewater, and life support operations are accurate, current, and in compliance with federal, state and local regulations. Reviews and updates policies as laws change.
9. Ensures the Park is in compliance with applicable laws and regulations and represents the park to all Federal and Territorial agencies in regards to water, wastewater, and life support systems.
10. 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.

11. Demonstrates an excellent working knowledge of blue-line prints, technical specification, and written repair/maintenance procedures with minimum supervision.
12. Participates in meetings or public presentations as assigned including but not limited to weekly curator meetings.
13. Keeps proper records in accordance with Coral World V.I., Inc. policies and permits.
14. Maintains valid driver's license.
15. Fosters good relations with visitors, volunteers, community leaders, contractors, and fellow staff members by promoting positive attitudes, good will, cooperation, and providing high standards of service.
16. Complies with all Coral World V.I., Inc. policies, procedures, and programs.
17. Performs other related duties as assigned.

**General Skills/Knowledge/Work Experience/ Education/Certification/License:**

**Required:**

- Bachelor's degree in a field related to the Center's mission; and ten years' experience in a similar position or the equivalent of education and experience.
- Skill in communicating with diverse groups, time management, and decision making.

**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 see and hear; stand and walk; stoop, kneel, and crouch; use arms and hands; handle objects, tools, and controls; and sit. Ability to lift and move 50 pounds.

**Special Requirements:**

- Must be a team player and be able to get along with others.
- Must be personable, courteous and able to work under pressure.
- Must be willing to work overtime, holidays, and weekends when scheduled

**Please Note:**

This job description in no way states or implies that these are the only tasks to be performed by this position. This position will be required to follow any other job related instructions and to perform any other job related tasks as requested by their supervisor and/or manager.

**Contact Information:**

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