

	Prior 7/1/2004	After 7/1/2006
Class Code:		6565
Title:		Dive Safety Officer
Pay Grade:		N/A
Pay Band:		Crafts/Trade
FLSA:		Non-Exempt

UNIVERSITY OF WEST FLORIDA POSITION SPECIFICATION

Title: Dive Safety Officer

Job Summary:

This is work responsible for maintaining and supervising a diving program, training of divers, maintaining diver certification logs and vessel maintenance.

Example description of duties (not all inclusive):

Develops and implements Scientific Diving and Dive Safety Program in conjunction with the Diving Control Board.

Maintains file on divers certifications and project dive logs.

Maintains dive lockers, including inventorying, repairing and ordering dive-related scientific equipment and supplies.

Instructs staff and students in the safe and efficient operation of marine diving and boating projects.

Supervises deck crew and all operational and safety functions.

Dives on marine investigations, recording scientific data.

Conducts first aid, CPR, oxygen administration, and Continuing Education classes.

Liaison with visiting diving scientists and Dive Safety Officers from other agencies.

Enforces diving safety regulations and approve dive plans.

Recommend budgets for the Diving Program and compiles an annual report of diving activities for the Diving Control Board.

Specific job functions, position qualifications, knowledge, skills and abilities are listed on each position's job questionnaire.

Minimum Qualification Requirements:

A high school diploma and ten years of appropriate experience. Appropriate college coursework or vocational/technical training may substitute at an equivalent rate for the required experience. Must be certified as an Open Water SCUBA Diving Instructor.