

Job Title:	Dive Technician
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Job Purpose:	<p>The Dive Technician will be required to take a leading role in the operation, maintenance and upkeep of diving and ancillary equipment and offer technical advice.</p> <p>When on Company vessels the Technician will be required to report to the Chief Engineer via the Dive Technician Supervisor and be responsible for the maintenance of all the equipment within his control, repairs, ordering of spares and the upkeep of suitable records.</p> <p>When the vessel is performing diving operations the System Technician shall work closely with the dive team. At no time during these operations shall they carry out maintenance, or take off-line operational equipment, either directly or indirectly related to the work in hand, without the approval of the on-shift Diving Supervisor, or where appropriate, the Life Support Supervisor.</p>
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Reporting lines and interactions:	
Hierarchically reports to:	OCM and Dive Supervisor, Onshore Superintendent, Technical Resource Manager
Operationally reports to:	Dive Technician Supervisor and Chief Engineer
Directly supervises:	N/A
Key interactions (internally, externally):	Technicians and Diving Personnel

Job Scope (budget, management, specific criteria):	
Includes but not limited to:	
<ul style="list-style-type: none">• The maintenance of all equipment (hydraulic, pneumatic, mechanical and electrical) to ensure it can be operated in a safe and efficient manner• To diligently carry out, in a safe and efficient manner, any task as directed by the Dive Technician Supervisor• To be familiar with the hydraulic/mechanical/electrical machinery and systems under his/her control. In addition, must have a full understanding of, and abide by, Company procedures, policies and instructions• To be familiar with the relevant class (DNV / Lloyds) guidelines and other legislative bodies such as IMCA / NORSOK• To assist with class survey work as required by the Dive Technician Supervisor• To assist any specialist technicians onboard as required but only under instruction from Dive Technician Supervisor• To record, accurately and comprehensively, all information required for maintenance records and hand-overs, and ensure the manuals and drawings are kept updated• To maintain hand-over notes describing in detail a comprehensive coverage of the work done during the period of engagement on the vessel• To notify the Dive Technician Supervisor of spare components and store requirements• To keep the Dive Technician Supervisor fully informed on the progress of any work which s/he has	

- undertaken and to notify him/her of any defects or problems within his allocated area of responsibility
- To inform the Chief Engineer immediately if any defect occurs which could affect any ongoing vessel operation
 - To ensure vessel fixed equipment and plant is fully operational and efficiently maintained in accordance with relevant legislation
 - To review equipment reports from operators and evaluate information received, and pass all recommendations for improvements to Dive Technician Supervisor
 - To comply with the BMS Management System
 - Prior to the commencement of the project the Dive Technician shall:
 - Perform a pre-mobilisation check of all relevant machinery
 - Assist in mobilisation as required
 - Attend such training courses as necessary for specialist equipment
 - Read and understand the Marine Operations manuals and QA/Safety manuals, which are directly related to the equipment for which he/she has responsibility
 - Throughout the project, the Dive Technician shall, where appropriate:
 - Perform planned maintenance on all equipment
 - Undertake repairs, as required
 - Order spares for all equipment within his control
 - Liaise with the Diving Supervisor (and/or the Life Support Supervisor where appropriate) on the status of the equipment
 - Perform all work, be it maintenance or repair, in a safe and proper manner and in accordance with the manufacturers and Company instructions
 - Maintain full and proper records of all planned/unplanned maintenance and repairs for each individual item of equipment
 - On project completion, the Senior Technician shall:
 - Assist in de-mobilisation as required
 - Ensure that all planned maintenance records for each individual item of equipment are up-to-date
 - Ensure that the Dive Technician Supervisor is advised of any potential or actual defects that have occurred on the equipment throughout the course of the contract
 - Ensure that any plant, tool and equipment hired for the contract is prepared ready for return and notify the Technician Supervisor when it is so
 - To ensure he/she receives an appraisal from a line manager annually
 - Completion of appropriate competence portfolio
 - To assist in the training and mentoring of personnel new to the work site
 - To comply with all safety and environmental policies as per company procedure
 - Permit to Work system, understand and implement appropriate permit to work system and associated risk assessments
 - Participate in emergency drills under the supervision, guidance of the Dive Tech Supervisor or responsible person

Documentation

All relevant equipment maintenance schedules should be completed as per the Dive Technician Supervisor's instructions.

Personal Qualities

- Ability to work flexibly
- Good technical acumen
- Problem solving ability
- Ability to work both alone and as part of a team
- Willing to live away from home in a confined environment for lengthy periods
- Good spoken English
- Good health
- Ability to work under pressure

Team Member Behaviours

- Showing initiative and 'self-starting'
- Constructive and responsive to supervisor's / manager's requests
- Learning and developing skills and knowledge
- Listening to others and prepared to receive feedback
- Cooperating with others and adapting to change
- Mutual support and coaching of colleagues
- Accepting responsibility for own behaviour / actions
- Appropriate self-confidence / awareness of limitations
- Raising concerns assertively but calmly
- Demonstrating respect for others

Main accountabilities:

N/A

Qualifications (professional, technical, academic):

Essential:

- Appropriate electrical or mechanical trade qualification (City & Guilds Level 3, NVQ Level 3, SVQ Level 3 or Equivalent) or sufficient industry experience to assure competence

Preferred:

N/A

Typical background and experience required:

Essential:

- Extensive experience working offshore in the relevant trade

Nice to have:	N/A
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Additional information:	N/A
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