

Diving Maintenance Manager Lvl III — Virginia Beach, Virginia

****Position Type:**** Full-time, contingent upon U.S. Government contract award and funding.

****Location:**** Virginia Beach, Virginia.

****Anticipated Start Date:**** 8 Sept 2026.

****Period of Performance:**** Base period plus four one-year option periods, for up to five one-year periods of employment, subject to contract continuation.

****Compensation:**** **Negotiable** Salary commensurate with skills and experience.

Duties: Manages and schedules maintenance within the Preventative Maintenance System (PMS) computer program and document maintenance when completed.

1. Conducts preventative and corrective maintenance as mandated by OPNAV Instruction 4790 scheduled in 3M for all open circuit items including SCUBA tanks, regulators, air compressors, Haskell oxygen charging booster pumps and kits, diagnostic test equipment and tools, buoyancy compensators, surface swim life preservers, depth gauges, pressure gauges, underwater communications equipment, full face diving masks, diving Life Support System (DLSS) associated equipment and NAVSEA Certified Life Support Systems. Must be available to travel in CONUS to conduct maintenance and Inventories.
2. Inventories repair, maintenance supplies, and parts. Identify requirements for recommended procurement.
3. Conducts spot-inventories of diving equipment. Must be available to travel to conduct spot-inventories of diving equipment utilized at remote training sites within NSW.
4. Assists with customer service, issue, and receipt of diving equipment.

****Minimum Qualifications****

1. Navy Dive School Certified (NEC 5342 / M1DV, USCG OPSDC, or higher).
2. Minimum five years' experience as a certified 5342 / M1DV, USCG OPSDC, or higher diver.
3. Qualification as a Material Maintenance Management (3M) Maintenance Man, 3M Quality Assurance Craftsman and 3M Work Center Supervisor.
4. Qualified in accordance with NAVEDTRA 43910-(Series).
5. Possess factory-trained certification for diving equipment within inventory, DLSS Re-Entry Control (REC) Supervisor, oxygen clean system worker, and MK 25 UBA maintenance technician.
6. Minimum of Three (3) years NSW experience.
7. Maintain forklift license up to 6,000lb capacity.
8. Must meet the requirements to obtain and check out government vehicles / CESE for use in their official duties.
9. **Minimum SECRET security clearance.**

****Preferred Qualifications****

- Experience supporting Navy, NSW, NSWC, or other maritime government activities.

1. Be able to operate a Personal Computer (PC) with common/standard business software programs.
2. Be proficient in Microsoft Office applications to include Word, Outlook, Excel, PowerPoint and SharePoint.
3. Shall complete and maintain training and certifications requirements for network access.
4. Be able to communicate clearly and effectively with others, both verbally and in writing.
5. Enter data into multiple databases accurately.

Employment conditions

Employment is contingent upon contract award, funding availability, customer approval where applicable, and the candidate's ability to satisfy all position and site access requirements. These position descriptions are intended to describe the general nature of the work and minimum standards for consideration and may be refined to align with final contract requirements and company hiring practices.

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