

Transportation Project Specialist

Ecology and Permits Office, Permits Section

The incumbent in this position is responsible for obtaining environmental permits associated with water resource alterations and stormwater management for transportation projects. The incumbent in this position reviews water resource information and engineering plans to determine potential water resource impacts, permit requirements, and type of permits needed; reviews project design plans and provides assessments of the proposed impacts that specify changes which are required to the plans to meet all the environmental requirements necessary for permit application; attends field review meetings to address environmental requirements and concerns; and after receiving revised project plans, reviews to ensure all environmental issues have been addressed prior to permit application. The incumbent then compiles supporting documentation from several different sources, prepares a permit application, including mitigation plan and Stormwater Pollution Prevention Plan as needed, for relevant regulatory agencies, and provides the application to the supervisor for approval.

After permit applications are submitted to regulatory agencies, the incumbent addresses comments or concerns from those agencies as needed; drafts or compiles responses as appropriate; provides the supervisor with responses to any comments made to public notices; and coordinates with regulatory agencies as directed to help ensure timely permit actions.

Following permit issuance, the incumbent reviews the permits for errors, distributes the permits to TDOT personnel; and when construction impact changes are necessary, conducts site visits and/or reviews documentation provided by construction personnel, resolves environmental issues, or applies for permits/permit modifications as needed.

Throughout these processes, the incumbent reports to the supervisor on progress, updates databases with relevant information, and uploads materials to file storage software.