

## Who we are:

Transportation is so basic that many of us overlook its overwhelming importance in our daily lives. Practically everything used in our homes, offices, or schools across Tennessee – from furniture to food items to clothing – requires a large and complex transportation network. The Tennessee Department of Transportation provides citizens of Tennessee and travelers with one of the best transportation systems in the country. TDOT is a multimodal agency with responsibilities in building and maintaining roads, aviation, public transit, waterways, railroads, cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports. The Department of Transportation has approximately 4,000 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT Aeronautics is located near the John C. Tune Airport in Nashville, TN.



### **Executive Director of Enterprise Services Information Technology Division**

Nashville, TN  
\$147,900 annually

#### **Overview**

The Information Technology (IT) Division is responsible for the direction, planning, coordination, and management of the Department's computerized information resources within TDOT. IT staff evaluate, purchase and install computer hardware and software; manage the Department's LAN/WAN; support computer applications and provide technical assistance to department personnel in their strategy and use of these resources.

This position reports to the Chief Information Officer (CIO). This position will lead a team of employees across the State and be responsible for supporting department specific applications, training, the Traffic Management Centers (TMCs) and audio-visual solutions. The Executive Director of Enterprise Services will also manage IT staff that supports network, storage and infrastructure services for TDOT Regional offices and TMCs. This position will be responsible for executing technology priorities set forth by the Department and will lead the Division in exploration and implementation of emerging technologies that improve the efficiency, effectiveness and reliability of the Department. Managing and maintaining a working relationship with the Strategic Technology Solutions will also be crucial in the success of this position.

#### **Essential Job Duties**

Serves as the Department's Executive Director of Enterprise Services. This includes but is not limited to: (1) Collaborating and coordinating with senior leadership and functional offices regarding all technology, (2) Developing and implementing agency support policies, procedures, and standards, and (3) Advising the TDOT CIO on technology needs of the Department for inclusion in planning documents and budgeting.

Participates in the Department's technology strategy and planning, which includes ensuring that Region and Headquarters' activities associated with technology are governed to promote excellence, innovation, and a team environment in transportation

Oversees regional support services for TDOT's main campuses, field offices and Traffic Management Centers

Coordinates with Strategic Technology Solutions in addition to other state agencies, and other state and federal Department of Transportation agencies, with regards to transportation technology

Oversees the department's information technology resources, monitoring to assess performance and determine compliance with applicable laws, rules, and procedures.

Develops leaders both functionally and culturally, and ensures continuity of critical roles and employee retention for the Division

Creates a culture of accomplishment by communicating expectations, assisting employees in establishing measurable goals, providing timely feedback, and training, ensuring the necessary tools required for the employee to achieve their goals are available, and celebrating the achievement of goals with the employee

### **Qualifications**

Education and Experience:

1. Bachelor's degree
2. 6 years of increasingly responsible experience managing Information Technology teams.

### **Knowledge, Skills, Abilities, and Competencies**

- Knowledge of the principles in leading groups to achieve the desired objectives, including conflict resolution
- Knowledge of human resource management related to hiring, training, mentoring, discipline, and termination
- Knowledge of ESRI GIS mapping software and Office 365 tools
- Skilled in effective communication, team building, delegation, decision-making, technical writing, and time management
- Skilled in applying technical information and critical thinking to solve complex issues
- Skilled in innovative and creative problem solving
- Ability to resolve conflicts, coach and motivate others, build high performing teams, and create a culture of accountability, collaboration, and accomplishment
- Ability to manage large teams across multiple program areas
- Ability to develop and maintain working relationships and communicate with both internal and external business partners

### **Compensation and Benefits**

Online resources for the State of Tennessee benefits can be found at:

<https://www.tn.gov/partnersforhealth/publications/publications.html>

<https://www.tn.gov/hr/employees1/benefits.html>

<https://treasury.tn.gov/Retirement/Retire-Ready-Tennessee/for-State-Employees>

Application for the IT Executive Director of Enterprise Services requires completion and submission of the following two items:

1. Letter explaining applicant interest in the position.
2. Résumé that is a maximum of two (2) pages.

**The two items should be emailed to [TDOT.Careers@tn.gov](mailto:TDOT.Careers@tn.gov) by Wednesday, July 12<sup>th</sup>.**