

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 headquarters is located in downtown Nashville.

What we do:

The TDOT Program Management Division facilitates collaboration and supports coordination between technical disciplines and project managers, through a matrix management structure. TDOT's Statewide program is made up of new construction and maintenance projects totaling approximately \$1B per year. Employees in this division will be the single point of responsibility for the scope, schedule, budget, quality, and delivery of those projects. They have authority and accountability to manage federal and state requirements; and, are expected to lead multidiscipline teams department-wide.



TDOT Project Management Director

TDOT Headquarters; Nashville, TN

Salary Range \$120,000 - \$145,000

Overview

The Project Management Director is responsible for managing Tennessee Department of Transportation's (TDOT) program, which includes statewide policy, procedures, engineering, and technical activities. The position will be responsible for the Project Development Network (PDN) process, developing and leading the project management training program and providing project management guidance. The Project Management Director will be responsible for leading, supporting, and integrating the Project Management discipline into TDOT's organizational structure and culture.

This is a newly created Executive Service position that reports to the Assistant Chief Engineer of Program Delivery. The Project Management division will include at least 20 regional and headquarter positions, with at least 5 direct reports.

Responsibilities

Manages overall leadership and direction for TDOT's Statewide Project Management discipline and direct oversight of the department's Project Management Division.

Oversees project and program management leads responsible for various statewide programs and project delivery, including, but not limited to bridge, alternative delivery, resurfacing, legislative, traffic technology and innovation, safety, and state industrial access.

Owns and maintains the Project Delivery Network (PDN) process, ensuring its statewide implementation in Spring 2022.

Provides leadership and direction for regional programs and project delivery leads in a matrix structure, including identifying, assessing, and reporting on statewide trends relative to project/program scope schedule and budget.

Maintains and provides guidance for TDOT Project Management efforts. Creates and develops Project Management tools including project schedule templates, risk management tools, standardized project scopes, and project budgeting software. Lead efforts to develop performance metrics based on primary project management tenants of scope, schedule, budget, and quality.

Interacts with Division Directors, Chief Engineer, Assistant Chief Engineers, Regional Directors, Community Relations, Bureau of Environment and Planning, Bureau of Administration and Commissioner's Office to develop or improve existing policies and procedures and to ensure delivery of both projects and programs.

Qualifications

The minimum required knowledge, skill, and abilities to satisfactorily perform the job duties are acquired through graduation from an accredited college or university with a bachelor's degree in civil engineering and ten (10) years of related transportation engineering and project management experience. **At least five (5) years of supervisory experience and a Professional Engineering License is required.**

Candidates should have a strong foundation in civil engineering, roadway design, construction, and project funding and possess an extensive understanding of transportation projects.

Qualified candidates should be able to demonstrate the ability to: resolve conflicts, coach, and motivate others, build high-performing teams, and create a culture of accountability, collaboration, and accomplishment.

Compensation and Benefits

Salary is commensurate with education and experience. Online resources for the State of Tennessee benefits can be found at:

<https://www.tn.gov/partnersforhealth/for-new-employees.html>

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

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

Application for the Project Management Director 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 by Friday, August 13, 2021.