

## Who we are:

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 close to 4,000 employees statewide with regional facilities in Knoxville, Chattanooga, Nashville and Jackson. TDOT's headquarters is located in downtown Nashville.

## What the Division does:

The Maintenance Division is responsible for the administration of several statewide programs to ensure the state roadway network and highway assets are maintained at an acceptable level of service by using cost effective measures. Specific responsibilities include: establishing standard operating maintenance procedures and policies, development of an annual roadway maintenance budget, emergency management planning, pavement management, interagency and city maintenance agreements, development of roadway maintenance contracts and facility maintenance.

**For more information on this division, please see link below:**

<https://www.tn.gov/tdot/maintenance.html>



### Transportation Manager 1

Headquarters Maintenance – Facilities Section

Location: Nashville, TN

Compensation: \$5,483.00/month - \$8,722.00/month

### Overview

The Tennessee Department of Transportation is currently hiring a full-time Transportation Manager 1 to work in the Headquarters Maintenance Division's Facilities Office located in downtown Nashville, TN. This position assists with the project development of building facilities and special highway maintenance projects.

### Responsibilities

- Administer and manage contracts for various TDOT programs such as: rest areas and ferry operations, infrastructure maintenance, as well as other specialty contracts.
- Coordinate and support capital improvements projects and facility maintenance projects throughout the state.
- Supervise support staff and conduct performance reviews.
- Serve as one of TDOT's Emergency Services Coordinators during disasters or major emergencies.
- Frequent communication and interaction with multiple state agencies, Federal Highway Administration, elected officials, and general public.
- Provide support to regional and district-level operations crews and managers.
- Assist with preparing and submitting requests for federal reimbursements for eligible events under the FEMA Disaster Assistance Program.
- Expand organizational strategies and resources to strengthen and support continuing education, training, and development of direct reports.

### Qualifications

- Bachelors or masters degree (Engineering or Architectural degree preferred)
- Five (5) years of full-time transportation management experience
- Two (2) years of supervisory experience
- Experience with project development, building construction, facility maintenance, facility management is required
- Strong written and verbal communication skills.

**To be considered for this position and for application instructions, please email [TDOT.Careers@tn.gov](mailto:TDOT.Careers@tn.gov).**

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.*