

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 3,500 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson.



Construction Training Technical Coordinator 2 Construction Division – Construction Resources Section Nashville, TN \$64,356 annually

Job Overview

The Construction Training Technical Coordinator 2 position facilitates, maintains, and evaluates the outcomes of the TDOT Construction Proficiency Program for the Bureau of Engineering. This position encourages the development of TDOT's Construction staff by promoting skill enhancement and career development through a well-defined career path based on knowledge, skills, and abilities. This position ensures organizational preparedness, scalable learning, and equitable opportunities as part of TDOT's Construction Proficiency Program.

The Construction Training Technical Coordinator 2 position requires collaboration with TDOT Divisions, Regions, and external stakeholders as part of implementing the Construction Proficiency Program and ensuring Department policies, technical guidance, and procedures are incorporated into the development of construction training activities. This position will continuously evaluate performance indicators to implement acquired knowledge that mitigates the Department's risk and increase performance as part of fulfilling TDOT's strategic vision. This position must effectively articulate construction concepts through training, mentoring, and collaborating as part of a matrix organization.

Essential Job Responsibilities

Administer the Construction Proficiency Program in collaboration with TDOT HR and assist in the development of training, technical guidance, and procedures focused on critical transportation competencies that drive performance, incorporate best practices and innovative concepts, and provide professional growth opportunities for new staff as well as continuing education and training for existing staff within the Construction Division and the Regions.

Integrate TDOT's Quality Management guidelines into all training content to ensure alignment with key performance indicators and compliance with federal and state requirements.

Assist in implementing innovative training tools in collaboration with the Technical Training Director to provide for a more immersive and engaging learning experience, a safe and controlled training environment, and a reduction in training costs.

Monitor training dashboards to provide for data-driven decision-making, enhanced collaboration with TDOT leadership and the Construction Division, and a means to identify trends and patterns that depict the effectiveness of training, implications to safety, and potential costs to TDOT.

Remain current on transportation industry trends, including standards, specifications, guidelines, and national best practices. Implement applicable trainings offered through NHI, FHWA, and other relevant agencies.

Provide exceptional customer service in supporting the performance of the Construction Proficiency Program by maximizing employee engagement through the implementation of continuous improvement initiatives; partnering with Asset Management to understand project goals, industry standards, and opportunities for innovation as part of programmatic projects; addressing concerns from consultants, contractors, suppliers, and other external customers who affect TDOT's training needs; exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Qualifications

- Associate's or bachelor's degree
- 4 years of demonstrated competency in construction, project management, training, or a related technical discipline.

OR

- Education equivalent to graduation from high school
- 6 years of demonstrated competency in construction, training, or related technical discipline.

Ideal Candidate

The Construction Training Technical Coordinator 2 is a skillful problem solver and communicator who simplifies complex ideas for diverse audiences. They possess a diverse skill set, encompassing technical expertise in construction and a solid understanding of training development. They are a critical team member, identifying training needs and implementing targeted solutions to help their team and stakeholders improve their knowledge and skills. They are a team player and know that teamwork solves problems.