

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 more than 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:

Regional Operations is responsible for directing the administrative, engineering, and technical activities for multiple offices within middle Tennessee's 24 counties of Region 2, including Construction and Maintenance offices across three districts, Bridge Inspection and Repair, Materials and Tests, Intelligent Transportation Systems, Traffic Engineering, and Incident Response.

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

<https://www.tn.gov/tdot/find-local-information.html>



Civil Engineering Intern

Region 2 Operations – Construction

Location: Cookeville, TN

Compensation: \$20.00/hourly

Overview

The Tennessee Department of Transportation is currently hiring a student intern for the Region 2 construction office located in Cookeville, TN. This intern will be assigned to assist the Cookeville Construction Office on Contract CNV 28 This is a grading, drainage, and paving project located in Putnam County. On this assignment, this intern will assist with inspecting the work as well as assisting with environmental inspections, materials acceptance and testing, and plans, drawings, and standards interpretation. The intern will also be present day-to-day on the project and will meet with the lead inspector, contractor, and TDOT project supervisor routinely during the intern experience. At the end of the program, the intern will be responsible for preparing an agenda for a project progress meeting. In addition, the intern will lead a progress meeting with the contractor, TDOT, and any third parties.

Responsibilities

- Use Microsoft Office and Outlook to keep notes and records, as well as to communicate with fellow TDOT employees and project supervisor.
- Assist office personnel and learn how to process project documentation.
- Interpret PI access Citrix/Sitemanager for change order tracking and Daily Work Report entry and Specifications.
- Ensure projects and construction activities meet requirements of plans, specifications, and district management daily.
- Conduct field inspections, including work-zone safety.
- Attend and pass Materials and Tests training courses to become a certified inspector.
- Test and accept construction materials for use on project such as concrete and base stone.

Qualifications

- Civil Engineering, construction management, environmental Engineering, or surveying major required.
- Graduate Student, Junior, or Senior Class Status required as of May 2023 OR recent Graduate as of Spring 2022.
- Legally authorized to work in the U.S.
- Familiarity with foundational transportation engineering concepts.
- Strong written and oral communication skills.

To be considered for this position, please apply via [SurveyMonkey](#).

Please attach a two (2) page maximum résumé and a transcript to your application.

Applicants will be required to provide an academic portfolio showcasing academic achievements, experience, and knowledge.

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.