

## 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 3,400 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>**



### TDOT Intern

Region 2 Operations – Construction

Location: Cookeville & Livingston, TN

Compensation: \$20.00/hourly

### Overview

The Tennessee Department of Transportation is currently hiring student interns for the Region 2 construction offices located in Cookeville and Livingston, TN. Depending on the assigned office, these interns will be assigned to work on contracts CNV 012, CNV 284, and/or CNV 300. The interns will also be assigned to a resurfacing project, assuming his or her schedule aligns with a resurfacing project schedule. On these assignments, the interns will assist with inspecting the work, attend environmental inspections, assist with materials acceptance and testing, and interpret plans, specifications, and standards. The interns will also rotate between both projects and will meet with the lead inspector, contractor, and TDOT project supervisor routinely during the intern experience. At the end of the intern program, the interns will be responsible for preparing an agenda for a project progress meeting and will lead a progress meeting with the contractor, TDOT, and any attending 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 with inspection of construction projects, survey measurements for progress payments, and daily work reports.
- Interpret plans, specifications, and standards that relate to their assigned project.
- Assist office personnel and learn how to process project documentation.
- Ensure projects and construction activities meet requirements of plans, specifications, and district management daily.
- Conduct field inspections, including work-zone safety.
- Review and study TDOT SOPs and Specifications that detail how materials are tested and accepted.
- Attend Materials and Tests training courses to become certified inspector.

### Qualifications

- Civil Engineering major required.
- Graduate Student, Junior, or Senior Class Status required as of May 2024 OR recent Graduate as of Spring 2023.
- Legally authorized to work in the U.S.
- Familiarity with foundational transportation engineering concepts and Microsoft Office preferred.
- 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.*