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:

The Construction Offices are responsible for providing a timely delivery of construction projects providing increased mobility and capacity options for multimodal users. Regional Construction offices work hand in hand with communities, state, and local partners to provide strong strategic relationships and coordinated service to our <u>customers</u>.

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

https://www.tn.gov/tdot/fin d-local-information.html



TDOT Intern District 28 Construction Location: Dunlap & Tullahoma, TN Compensation: \$21.00/hourly

Overview

The Tennessee Department of Transportation is currently hiring a student intern for the Region 2 Construction office located in Dunlap and Tullahoma, TN. The intern will become familiarized with the project documents including plans and specifications for the assigned project. The intern will spend time on site and in the office to be able to assist the office supervisor and project specialist. In addition, they will complete weekly and monthly project updates, help gather information for generating monthly estimates, resolve any discrepancies, assist project specialist with day-to-day inspection and perform field testing. They will also shadow field personnel to learn about various field inspection.

Responsibilities

- Evaluate the validity of a change order request and draft change order for approval.
- Read and interpret construction plans and specifications.
- Complete a construction project schedule review.
- Understand contract administration including progress estimates, change orders, schedule reviews, and project closeout.
- Attend Project Delivery Network meetings.

Qualifications

- Civil Engineering, Construction Management, or Concrete Industry Management major required.
- Graduate Student, Junior, or Senior Class Status required as of May 2025 OR recent Graduate as of Spring 2024.
- Legally authorized to work in the U.S.
- Plans reading, basic computer skills, and critical thinking skills preferred.

To be considered for this position, please visit the **<u>TDOT Summer Internship Program</u>** website and submit an application.

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.