

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: Chattanooga, 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 Chattanooga, TN. The intern will spend most of his/her initial time in the office with the project staff to receive a basic orientation to working at TDOT and daily/weekly administrative duties (time reporting/ mileage/ etc.). The intern will then learn about the project with the Team Lead and OP TECH SVP. This will include an overview of how to safely work on site. The remainder of the internship will be spent both in the office and field (roughly a 50/50 split) with the field technicians, OP TECH SVP and contractor representatives. The administrative assistant will schedule time with the intern to explain the steps and process used to run an estimate. Towards the end of the internship, the intern will be able to update the district manager on the status of his assigned projects at the weekly staff meeting.

Responsibilities

- Become familiar with the following projects: Resurfacing SR 68 from Rhea County line to McMinn County line & Bridge Repair Meigs SR060 Bridge over the Tennessee river.
- 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 with processing project documentation.
- Interpret PI access Citrix/Site manager for change order tracking and Daily Work Report entry and Specifications.
- Compile data, quantities, test sheets, T2s and certs for project estimate.
- Conduct field inspections, including work-zone safety.
- Review project plans and specifications to discuss with the project specialist and lead field technician.

Qualifications

- Civil Engineering, or construction management 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 construction and 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.