

## 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 we do:

The Construction offices work with communities and local partners to achieve timely delivery of construction projects providing improved transportation options for multimodal users.

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

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



### Civil Engineering Intern

#### Region 4 Construction

Locations: McKenzie & Newbern, TN

Compensation: \$20.00/hourly

### Overview

The Tennessee Department of Transportation is currently hiring student interns to work in the regional Construction offices located in McKenzie and Newbern, TN. The interns will be paired with an inspector in the field to obtain knowledge of construction activities that are related to inspection duties and documentation for construction activities. The interns will gain knowledge of the contractor role and TDOT inspector role by learning how they work together to complete the state contract work. In addition, these interns will sit in on a preconstruction conference.

### Responsibilities

- Conduct site inspections on local, active construction projects.
- Assist in the preparation of documents necessary for payments to contractors.
- Assist in performing environmental and traffic inspections on active jobsites.
- Review the Critical Path Report for a contract each month. A report will be generated detailing their findings in the CPM and its documents versus what work the contractor has performed that month.
- Become familiar with TDOT specifications, Materials and Tests Standard Operating Procedures, Construction Plans, and the different challenges that arise on a daily basis in the field.
- Assist field staff to learn the day to day operations of a District Construction office.
- Lead the lane closure meetings and keep notes for the preconstruction conferences and weekly jobs update meetings to compose an email to be sent out to field and office staff to keep them advised. Attend preconstruction conferences with the contractor and TDOT staff to be held either in person or via Microsoft Teams.

### Minimum Qualifications

- Civil Engineering major required.
- 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.
- Critical thinking, effective communication skills, and problem-solving skills preferred

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.*