

## Who we are:

Transportation is so basic that many of us overlook its overwhelming importance in our daily lives. Practically everything used in our homes, offices, or schools across Tennessee – from furniture to food items to clothing – requires a large and complex transportation network. 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 approximately 3,500 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT Aeronautics is located near the John C. Tune Airport in Nashville, TN.



### **Bridge Design Manager**

Engineering Division – Structural Design Section

Nashville, TN

\$124,800 annually

### **Job Overview**

The Bridge Design Manager will lead, mentor, and train Team Leads through empowerment, communication, and delegated authority. This position will develop work plans that align with the Engineering Division's strategic vision and will effectively delegate authority and responsibility, when applicable while ensuring the availability of resources for the Structural Design Section to be successful.

The Bridge Design Manager will assist in the development of department policies, discipline-specific technical guidance, procedures, and manuals related to structural design elements for transportation projects. This position will assist the Bridge Design Section in completing complex structural design tasks for transportation projects, including complex structural analysis, plans and specifications development for unusual structures, and foundation design. The Bridge Design Manager will supervise Team Leads and will develop performance plans, schedules, and budgets, ensuring expected outcomes, performance, and accountability of each team member. The Bridge Design Manager in collaboration with other Structures Discipline Managers will research national best practices to drive innovation and efficiency within each technical unit as part of the Structural Design Section.

### **Essential Job Responsibilities**

Manage resources and staff utilization and assist Project Managers in the management of external partners together with the Professional Services Division, including the negotiation of contracts, review of consultant invoicing, development of contract scopes, management of contract tasks, and completion of consultant grading.

Establish and ensure there is a direct relationship between quality and work outcomes by developing and implementing standards for the Structural Design Section in collaboration with the Engineering Division and Construction Division; assist with quality control tasks as per the TDOT Quality Assurance Process with respect to structural elements.

Assist in the development of a Consultant Acquisition Plan (CAP) by providing strategic leadership in utilizing consultants for program and project delivery and oversee consultant activities to ensure quality products and services are provided. Serve on selection committees for professional engineering services. Provide support in the development of the Request for Proposal (RFP) by attending project-specific marketing meetings, determining scoring criteria, participating in project information

sessions, serving as a scorer as part of the consultant acquisition process, and attending de-briefs with consultants, including those projects for which Alternative Delivery methods are applied.

Manage change, clarifying the vision, taking ownership of the change, communicating effectively, remaining transparent, and holding yourself and others accountable throughout the process.

Assist Project Teams as part of a matrix organization in developing the project vision for those projects having the highest complexity; define critical goals and intended outcomes for the scope, schedule, budget, and quality in coordination with the Project Manager related to structures design elements; support Project Management staff by writing the Bridge Design Scope of Work related to structures design elements in collaboration with TDOT Right of Way, TDOT Environment, TDOT Maintenance, and TDOT Construction; apply context-sensitive design strategies; identify complex, multidisciplinary issues which may impact project scope, schedule, and/or budget; effectively coordinate with other units within TDOT to mitigate constructability and maintenance concerns as part of the Functional Design Plans development per the Project Delivery Network (PDN); proactively assess risk factors, including identifying quantities, materials, location, placement, features, and details to guide work; perform constructability reviews; and, for Project Teams associated with Alternative Delivery Contracts, forecast the cause and effect of implementing Alternative Technical Concepts related to the Request for Proposal (RFPs), project cost, and construction timing.

Lead the Structural Design Section in providing exceptional customer service to both internal and external customers, exercising effective listening skills, providing prompt responses, maintaining complete and accurate documentation, and communicating effectively.

Remain current on national best practices as it relates to the structural design guidelines, American Association of State Highway and Transportation Officials (AASHTO) Design Codes, structures standard drawings, and other applicable Department standards drawings. Perform the design and analysis of structures-related design components for complex projects having the highest degree of risk, including complex bridge replacements. Review consultant designed bridge submittals for compliance with all applicable standards and specifications; and assist with Risk Assessments.

Develop and implement a tracking mechanism that ensures all structures related workflow items are addressed as per the PDN and within the time constraints laid out by the project's schedule.

Assist in ensuring the Structural Design Section deliverables are consistent, predictable, and repeatable to provide consistently high levels of achievement, mitigation of risk, and an established track record of success.

### **Qualifications**

- Bachelor's degree in Civil or Structural Engineering
- Licensed PE
- 8 years of demonstrated competency in bridge design, bridge repair, or bridge evaluation that includes at least 2 years of demonstrated competency in supervision.