

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.



Statewide Policy/Manuals Transportation Engineer

Engineering Division – Production Support Section

Nashville, TN

\$115,008 annually

Job Overview

The Statewide Policy/Manuals Transportation Engineer will manage all aspects of TDOT's design and engineering policies, procedures, and manuals along with all associated processes and systems. This position will provide support to Project Teams directly responsible for delivering projects for all phases of the Project Delivery Network (PDN) in accordance with the project's scope, budget, and risk. These projects will range in complexity and risk from simple to exceedingly complex. The Statewide Policy/Manuals Transportation Engineer role requires collaboration with multiple TDOT Divisions, project team members, contractors, consultants, and other external stakeholders. It requires critical thinking, and engineering judgment to problem solve and make well-informed decisions that increase the safety, performance, sustainability, and efficient delivery of TDOT's transportation system.

The Statewide Policy/Manuals Transportation Engineer ensures Department policies, manuals, procedures, and any corresponding technical guidance related to TDOT's pre-construction design and engineering production are current and accurate for incorporation into the project delivery process. This position assists in implementing the Quality Assurance Program as part of the State Engineering Division's activities. This position must effectively articulate technical concepts and information through training, mentoring, and must collaborate as part of a matrix organization. This position provides technical assistance related to engineering policies, manuals, and procedures throughout all project life-cycles to Project Teams, TDOT HQ Divisions, Region offices and external partners and stakeholders. This position will coordinate with Construction and Maintenance to improve infrastructure lifecycle performance through improved / innovative design processes. The Statewide Policy/Manuals Transportation Engineer assists with monitoring and managing the scope, schedule, and budgets of all construction projects and working with the Project Management Division to make the required adjustments as necessary to ensure that the work completed is in alignment with the Department's Asset Management and Strategic goals.

Essential Job Responsibilities

Integrate Quality Management into the development, revision, and review of TDOT's design policies, manuals, and procedures.

Develop and deliver design policy, manuals, procedures, and training to TDOT and external stakeholders. Serve as a mentor to staff and stakeholders. Assist in the development of training and technical guidance on all aspects related to TDOT's pre-

construction design processes for the purpose of improving team performance, creating a stronger understanding of the transportation industry, inspiring new ideas, and developing skills.

Manage and take ownership of change, clarify your vision of TDOT's design policies, manuals, and procedures, communicate effectively, remain transparent, and hold yourself accountable to build, maintain, and grow TDOT's pre-construction efforts.

Serve on Project Teams as part of a matrix organization by providing technical expertise related to design policies, procedures, manuals, and processes; effectively coordinate and collaborate closely with other units within TDOT to mitigate and troubleshoot any contract or consultant issues related to design; proactively assess design related contract risk factors.

Provide exceptional SME customer service to internal TDOT offices and staff and contractors, consultants and other external customers. Exercise effective listening skills, provide prompt responses, maintain complete and accurate documentation, and communicate effectively.

Remain current on design related industry trends, innovations, standards, guidelines, and national best practices by participating in AASHTO, industry associations, and other appropriate committees.

Routinely identify, document, and effectively collaborate with all appropriate TDOT offices and external stakeholders on acquired knowledge that includes maximizing project successes, acknowledging national best practices, and avoiding past errors. Lead the modifications to all applicable design policies, procedures, and manuals.

Assist in ensuring the incorporation of TDOT's design policies, manuals, and procedures is 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 engineering
- Licensed Professional Engineer (PE)
- 12 years of demonstrated competency in developing and/or constructing transportation projects.

Ideal Candidate

The Statewide Policy/Manuals Transportation Engineer plays a crucial role in shaping policy and creating comprehensive guidance documents. They are a thought-partner and problem-solver for the team, and they maintain strong interpersonal relationships with staff at all levels. The Statewide Policy-Manuals Transportation Engineer is skilled at strategic thinking, developing, and implementing policies that not only comply with regulations but also improve efficiency, innovation, and safety. They are excellent collaborators who work closely with various teams and stakeholders to ensure the successful implementation of policies and adherence to established standards.